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# Ninth annual progress report on the implementation of the capital master plan

## Report of the Secretary-General

*Summary*

The ninth annual progress report on the capital master plan is submitted pursuant to section II, paragraph 34, of General Assembly resolution 57/292 and paragraph 53 of resolution 65/269. The present report outlines the status of the project since the issuance of the previous annual progress report (A/65/511).

Significant progress has been achieved over the past year, including the replacement of the curtain wall in the Secretariat Building, the abatement of asbestos and the removal of obsolete materials from the Secretariat and Conference Buildings, the construction of an electrical vault in the basements, coordination with participating Member States regarding donations for particular rooms, and the award of guaranteed maximum price contracts for additional aspects of the project. In addition, the Conference Building was redesigned to take into account enhanced security upgrades following the conclusion of discussions with and the receipt of funding from the host country. Additional progress was made on the design and construction documents, and plans are at an advanced stage for the reoccupation of the Secretariat Building.

Three years into the project, the Organization remains within reach of completing the project with a variance of no more than 4 per cent above the original budget. The infrastructure and Secretariat portions of the project will be completed approximately on schedule, and the Conference Building and the General Assembly Building will be completed approximately one year behind schedule.

Combined estimates of the capital master plan, associated costs and secondary data centre resource requirements until the completion of the project are provided in section XII of the present report. Detailed resource requirements and expenditure for the associated costs are presented in the addendum to the report (A/66/527/Add.1).



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The associated costs of the capital master plan, including for the creation of a secondary data centre, are outside of the original scope of the capital master plan. The associated costs cannot be fully absorbed within the capital master plan budget and therefore require additional financial resources, beginning in 2013. In response to the recommendations the Board of Auditors presented in its report (A/66/5 (Vol. V)) and pursuant to paragraph 13 of General Assembly resolution 61/251 and resolution 65/269, the Office of the Capital Master Plan developed financing proposals.

The Secretary-General requests the General Assembly to approve the consolidated project requirements in the amount of $2,271.5 million, inclusive of the associated costs and secondary data centre costs in the amount of $167.5 million, and to endorse the recommendations and proposals contained in section XIV of the present report with respect to the utilization of the interest earned on the capital master plan funds and the capital reserve fund in the cumulative amount of $149.1 million.

# I. Introduction

1. In December 2007, the General Assembly, in its resolution 62/87, approved the proposal of the Secretary-General for an accelerated strategy for the capital master plan project, with lower risks of financial surprise and disruption than those inherent in the phased approach on which the prior strategy was based. The present report provides an update on the status of the project since the issuance, in October 2010, of the previous annual progress report (A/65/511).

2. In paragraph 13 of its resolution 65/269, the General Assembly reiterated its request that the Secretary-General make every effort to avoid budget increases through sound project management practices and to ensure by all means that the capital master plan was completed within the budget as approved by the General Assembly in its resolution 61/251, and to report thereon in the present report. The Secretary-General confirms that every possible effort has been made to avoid budget increases and is pleased that it remains possible that the project as authorized by the General Assembly will be completed at or within 4 per cent of the approved budget. The budget as originally approved by the General Assembly did not include scope provisions for either the associated costs or the costs of the secondary data centre. Those costs when added to the construction costs for the original scope of the capital master plan, will result in a total cost to complete in excess of the budget originally authorized for the capital master plan.

3. In paragraph 14 of its resolution 65/269, the General Assembly reiterated its request that the Secretary-General make every effort to finish the project in accordance with the schedule approved in its resolution 62/87. The Secretary-General has made every effort to do so. However, owing to the enhanced security upgrade, which will be explained below, the current projected completion date for the capital master plan is approximately one year later than the schedule referred to in resolution 62/87.

# II. Progress since the previous annual report

## A. Design work

4. As of the date of the present report, design and construction documents have been completed for approximately 94 per cent of the work of the project across all buildings. The design work for the Dag Hammarskjöld Library and South Annex Buildings has not been completed, for the reasons explained below.

5. All the design work for the Conference Building, the Secretariat Building and the complex infrastructure in the basements is complete. The design for the relocation of the loading dock at the 48th Street entrance to the service drive, and the related relocation of the vehicle entrance to 42nd Street, is under way.

6. Design work continues for the General Assembly Building, the renovation of which is projected to commence in the first quarter of 2013.

7. During the past year, continued efforts were made to control costs through careful design choices. An agreement has been reached with the Department of Peacekeeping Operations, the Department of Field Support and the Department of Safety and Security to co-locate their existing crisis operations and Situation Centre

facilities onto the seventh floor of the Secretariat Building and to combine them into a new communications centre. The layout of the seventh floor of the Secretariat Building is being designed with flexibility to incorporate the requirements of the United Nations Operations and Crisis Centre.

8. In response to heightened security concerns and in consultation with the Department of Safety and Security, detailed blast studies were conducted in 2010. These studies resulted in an agreement whereby, subsequent to the issuance of the previous report, the host country provided additional funding for an enhanced security upgrade of the Conference Building and the installation of a line of protection along the western perimeter of the Headquarters (First Avenue).

9. Site and landscape design continues, with the objective of completing related site work upon the completion of each adjacent building.

10. The innovative design features highlighted in previous reports remain incorporated in the project. They include open offices which increase collegiality and functionality and reduce energy consumption; a modular planning grid to make office reconfigurations easier; consolidated office conference floors; energy-conserving underfloor cooling in the Council Chambers and energy-efficient lighting throughout the campus; the relocation of the loading dock function to the north end of the site, to improve security; a relocated car entrance and exit at 42nd Street, which will improve traffic flow for cars and reduce certain blast risks; a consolidated data centre in the existing underground space; an updated central conference engineering/broadcast facility; rooms for nursing mothers; centralized storage; high-efficiency chillers; light-responsive blinds; and pantries and small meeting rooms adjacent to all office space.

11. Two new mid-sized conference rooms, providing greater flexibility than the current rooms, and a new multi-purpose meeting room are included in the capital master plan scope.

12. All the exterior glazed surfaces of the Secretariat, Conference and General Assembly Buildings, known as the "curtain wall", will be replaced and the installation of the curtain wall on the Secretariat Building is substantially completed. The design requirements for the curtain wall include features such as improved energy efficiency; improved blast resistance; clarity and durability of the glazing; and historic preservation considerations.

13. Since the issuance of the previous report, the "restacking" plan for the location of occupants of the Secretariat Building was finalized. Detailed plans for the reoccupation of the Secretariat Building by departments and offices are currently in production, with detailed reoccupancy plans for a majority of the floors having been completed and turned over to the construction manager for construction.

## B. Planning for relocations from swing space

14. In paragraph 18 of its resolution 65/269, the General Assembly requested the Secretary-General to ensure that the process of the relocation of Secretariat staff from office swing space was carried out in the most effective and timely manner, taking full advantage of the lessons learned during the capital master plan project, and requested him to prepare well in advance detailed office plans of the Secretariat Building in order to avoid delays and any potential additional costs. The Secretary-

General confirms that the planning process for the relocation of staff from swing space back to the Secretariat is well advanced, that the lessons learned from previous moves have been taken into consideration and that preparations are under way for the reoccupation of the Secretariat Building in the latter half of 2012.

15. The original capital master plan budget provided for the rental of office swing space until September 2012. In order to avoid the possibility that a delay in the completion of the capital master plan project could leave the Organization without rental space, the lease commitments went beyond the project schedule. The lease costs of the additional months, which vary in each rented building, might be mitigated if the rental market improves and the space can be sublet, or if landlords wish to lease the office space to other tenants at higher rent costs. Given the current project schedule, an additional provision for leases has now been added to the projected cost to complete the capital master plan, which will cover the "worst-case scenario".

## C. Progress on the renovation work

16. The renovation work on the Secretariat and Conference Buildings began in February and May 2010, respectively, and the work in the basements in May 2009. Significant progress has now been made on all three portions of the project and construction work continues.

17. Construction of a new electrical vault "A" located in the basements adjacent to the temporary North Lawn Building was completed in 2010. The Secretariat electrical vault "B" is projected to be fully operational by November 2011. After completion of those two electrical vaults, all high-voltage electrical equipment will be isolated and separated from occupied space.

18. The migration of the functions of the technology centre formerly located in the Secretariat Building was completed in 2010. The renovation of the third basement of the North Lawn Building for publishing functions was completed in 2010, and the space was occupied early in 2011. The construction of additional office space, special-purpose rooms and other space in the north end of the basements was undertaken during 2011 and they were occupied in June and July 2011.

19. The major infrastructure and basement space work has been undertaken in three phases, running from north to south. Phase 1 was completed in April 2009. Phase 2, construction and installation of new equipment relating to building infrastructure systems in multiple levels of the basements, was completed in 2011. Phase 3 of the basement space and building infrastructure systems work commenced in the summer of 2011.

20. The new electrical conduit installation requires the installation of 22.8 kilometres of electrical conduit in the basements and approximately 43 kilometres of new electrical wiring. Conduits, fibre and backbone cable for the new telecommunications installation are also being put in place. The installation of the new systems has been executed while much of the old systems is being maintained in operation for the General Assembly Building and the other portions of the compound still in use.

21. Since the issuance of the previous report, the removal and replacement of the glass curtain wall in the Secretariat Building was undertaken and is now

substantially complete. New glass curtain wall systems for the Conference Building have been designed, procured and are in fabrication for installation starting in the fall of 2011 and continuing for approximately one year.

22. Temporary security measures for use during the construction phases are in place, including temporary partitions, exterior walkways and barricades to safeguard all work areas.

### D. Audio-visual, broadcast and related campus-wide systems

23. The procurement of audio-visual and congress microphone systems for the renovated conference rooms is under way. In parallel, under associated costs, procurement of the central systems that coordinate, control and store audio and video data is under way, and the systems will be acquired in time for installation and integration into the renovated Conference Building, which is scheduled for completion late in 2012.

24. Six separate audio-visual and broadcast systems will be installed and integrated at Headquarters under the capital master plan. Of the six systems, with a total estimated cost of $70.2 million, four (estimated at $29.9 million in total) are budgeted for under the capital master plan and two (estimated at $40.3 million in total) are budgeted for under associated costs since they comprise highly specialized broadcast functions and equipment and are not of traditional construction. The capital master plan scope includes (a) the campus-wide audio-visual systems and related infrastructure, (b) the Congress-Microphone Simultaneous Interpretation system, (c) the campus-wide public address system and (d) the permanent rooftop antenna system. The systems accounted for under associated costs comprise (a) the Media Asset Management System, and (b) the Permanent Broadcast Facility. These are described in greater detail in addendum I to the present report.

25. The Office of Central Support Services is the technical authority within the Secretariat for all six systems and is responsible for coordinating requirements with the other departments and offices, identifying and communicating the coordinated requirements, and performing technical reviews of documents and vendors. The Office of Central Support Services is responsible for accepting the systems. The Office of the Capital Master Plan is responsible for administering the design and construction contracts through the construction manager and individual consultants, maintaining the schedule, preventing cost overruns, facilitating the design and integration of the systems by consultants, and managing assigned consultants.

## III. Advisory Board

26. In December 2009, as requested by the General Assembly, the Secretary-General appointed the members of the Advisory Board of the Capital Master Plan, consisting of one member from each of the five regional groups of the United Nations and chaired by a representative of the host country. The Advisory Board appointed by the Secretary-General consisted of representatives of Brazil (Jayme Zettel), India (K. T. Ravindran), Kenya (Susan Kibue), Poland (Stefan Kuryłowicz), Switzerland (Anna Torriani) and the United States of America (Kent Barwick).

27. In its resolution 65/269, the General Assembly requested the Secretary-General to provide information about the activities of the Advisory Board. As of the date of preparation of the present report, there have been four meetings of the Advisory Board, all at Headquarters:

(a) At the first meeting, on 17 and 18 May 2010, the members of the Board were briefed on the project and had an opportunity to observe and discuss the design/construction in progress.

(b) At the second meeting, on 13 and 14 September 2010, a project status update was given and presentations were made and discussions held on the donations programme, the curtain wall and the redesign of the loading dock.

(c) At the third meeting, on 3 and 4 March 2011, a project status update was given, and presentations were made and discussions held on the restacking plan, the Conference Building, the Secretariat Building and the works of art donated by Member States.

(d) At the fourth meeting, on 19 and 20 May 2011, a project status update was given, and presentations were made on security and public access, the revised layouts of the Secretariat floors, the new technologies relating to media asset management and broadcast services, and the management of the works of art of the United Nations. The feasibility study for the North Lawn was also briefly discussed because of the possible impacts on capital master plan planning.

(e) At the fifth meeting, from 14 to 16 September 2011, an overview of the capital master plan was provided and presentations were made on the interior design of the Secretariat Building floors and of the General Assembly and Conference Buildings; the donations programme; and the design, installation and occupancy of space in the basements.

28. In June 2011, the Secretary-General, the Secretariat, and the Members of the Advisory Board were saddened to learn of the death in an aircraft accident of Stefan Kuryłowicz, a talented Polish architect.

## IV. Donations

29. In its resolutions 57/292, 60/256 and 61/251, the General Assembly encouraged the Secretary-General to seek donations for the capital master plan.

30. A donations policy was developed and communicated to Member States on 5 January 2009. Subsequently, the General Assembly decided, in its resolution 63/270, not to endorse the donations policy and requested the Secretary-General to make new proposals in that regard that would allow all Member States, without distinction or conditions, to make donations in full conformity with the international and intergovernmental character of the Organization, as well as the Financial Regulations and Rules of the United Nations, and without prejudice to the scope, specifications and design of the project. Accordingly, the donations policy was amended to take into account the views of the General Assembly.

31. As at the time of preparation of the present report, a number of Member States have indicated interest in, and some have provided contributions to, the donations programme, including Austria, China, Denmark, the Netherlands, New Zealand, Norway, the Russian Federation, Spain, Sweden, Switzerland and Turkey.

Discussions are under way with other Member States regarding potential donations. Architects selected by interested Member States are collaborating with the Office of the Capital Master Plan to provide design input for a specific space, to be supported through the participating Member State's donation.

## V. Lessons learned and accountability

32. In paragraph 17 of its resolution 65/269, the General Assembly requested the Secretary-General to include in the present progress report information on lessons learned in the implementation of the capital master plan and how they are being utilized to improve the current and future planning and implementation of the capital master plan.

33. The refinement of the strategic plan for the conduct of the capital master plan should provide a structured framework to ensure accountability for delays. The establishment of the capital master plan project goals and objectives provided the foundation for accountability and control over project delivery and delays. Lessons learned from the swing space projects in 2008 and 2009 contributed to improvements in the management of the capital master plan in 2010. The following key lessons are continually being applied by the Office of the Capital Master Plan with respect to the construction phase of the project:

(a) Planning and tracking phase. Capital master plan project goals, objectives, expected outcomes, key stakeholders and sponsor(s) should be identified and documented in internal policy documents. Detailed project workplans, including specifications of activities, deliverables, milestones and the overall project schedule should be prepared and closely monitored. Accurate conceptual project cost estimates, with supporting data for each cost category (hard and soft costs) should be completed. Historical data for the estimated costs should be maintained and referenced and should include the cost of inflation and an appropriate contingency. Project close-out documents should be drawn up, including completion of as-builts, collection and archiving of up-to-date project records and identification of key Facilities Management Service equipment/infrastructure.

(b) Procurement phase. A detailed written programme and scope of work should be included in the solicitation documents provided to potential trade contractors. Service contracts for the maintenance of complex systems should be priced in the procurement process, and appropriate training should be provided for the Office of Central Support Services.

(c) Risk management planning phase. Identification, analysis and development of mitigation measures for the escalation of risks should be performed. The risk register should be reviewed monthly to assure that an adequate contingency is available for the major risks.

(d) Communication plan development. The status of the project should be reported on regularly to key stakeholders, including progress against the timeline and budget, and reporting on the current status of risk management and the management of key issues. Staff should be kept continuously informed of the status of the project and of events that might affect their work environment.

(e) Practices for cost control. A detailed project plan with all activities (tasks), milestones, dates and estimated hours by task should be loaded into the project management software. Sub-project estimates should be developed and

tracked. Conceptual costs should be recorded and regularly tracked and compared to budgeted costs. Cost control should be maintained and reported on to senior management.

(f) System engineering phase. The Office of the Capital Master Plan should seek user involvement throughout the project, especially during the requirements specification and testing phases. The capital master plan engineering standards should be transmitted to the design teams. Design team activities should include interface engineering with existing infrastructure systems and security systems. Architectural design guidelines should be updated to reflect experience with completed portions of the project and shared among all the design teams.

## VI. Relations with the host country

34. As reported in the previous progress reports, in January 2008, the United Nations reached an understanding with the authorities of the host country concerning the process by which the United Nations would seek to voluntarily apply host city building, fire and safety codes without prejudice to the privileges and immunities of the United Nations.

35. During the period covered by the present report, the United Nations and the host country continued a constructive dialogue on matters pertaining to the capital master plan, and the host city provided assistance and support with respect to the process of reviewing the Organization's construction documents, in accordance with the January 2008 understanding. Coordination and dialogue with city authorities have been productive and the relationship between the Organization and the host city continues to be strong.

36. A subject of particular discussion has been the respective expectations of the host country and the Department of Safety and Security in reference to the capital master plan construction scope regarding the perimeter security and how it can be strengthened. Discussions with the host country are continuing.

## VII. Security

37. As authorized by the General Assembly, the capital master plan will include a number of upgrades designed to improve the security of the Headquarters and the safety of delegates, staff and visitors who work at or visit the premises. For example, the design of the glass curtain wall has been strengthened to reduce the potential harm to building occupants in the event of an explosive blast.

38. In addition to those initiatives, and in the context of host country responsibilities, the Office of the Capital Master Plan, in consultation with the Department of Safety and Security, undertook studies during 2010 to examine the effect on the United Nations facilities of potential vehicle-borne explosive devices on the roadways outside and adjacent to the Headquarters.

39. Since the issuance of the previous report, the host country provided funding for enhanced security upgrades to the Conference Building, which have been incorporated in the capital master plan design and for which construction is under way. In addition, the host country provided funding to erect a line of protection along the western perimeter of the Headquarters to reduce the vulnerability of the buildings facing First Avenue. That work is currently at the design stage.

40. Discussions continue with the host country concerning the protection requirements for the structures on the southern perimeter of the Headquarters, namely the Dag Hammarskjöld Library Building and the South Annex Building (the cafeteria). As stated in the eighth annual progress report, studies have been undertaken into the level of protection that can be provided for those buildings. Concerns about constructability for resilience to blast threats from vehicles on the off-ramp from the Franklin Delano Roosevelt (FDR) Drive have resulted in the design work on the Library and South Annex Buildings being temporarily suspended pending resolution of the security issue.

41. The removal of the FDR Drive off-ramp remains an unresolved issue with the host city. Discussions continue with the appropriate host city authorities. The options available regarding the future of the Library and South Annex Buildings are as follows:

(a) *To move the off-ramp.* This would be a costly undertaking, but may become feasible in the context of the possible construction of an office tower by the United Nations Development Corporation, for use by the United Nations.

(b) *To close the off-ramp.* This would have a major impact on the flow of traffic into midtown Manhattan.

(c) *To close the Library and South Annex Buildings, once the capital master plan is completed, until the security issue is resolved.* This would have multiple cost and operational impacts and the functions concerned would need a short-term location.

(d) *To assume that no solution will be found and to demolish the buildings.* This would not only require a long-term new location for the functions concerned, but would also be a symbolic and historic loss to the United Nations.

42. The matter remains under discussion between the United Nations and the host country. The scope and cost implications of the options will be prepared and submitted to the General Assembly for approval.

43. In paragraph 41 of its resolution 65/269, the General Assembly requested the Secretary-General to provide comprehensive information on the implementation of the security enhancements. The security enhancements at the eastern perimeter have been incorporated in revised design documents for the Conference Building. Those security enhancements were developed in several coordinated packages, including structural redesign for the affected portions of the building structure, demolition, related work in the United Nations structures located at the FDR Drive level and revised architectural designs. The demolition and structural work in the Conference Building specifically required for the enhanced security upgrades began in mid-2011. The related protection work on the United Nations structures at the FDR Drive began in October 2011. The conceptual design for the security enhancements on the western perimeter will be completed in 2011, including an analysis of critical sub-surface conditions. The process of coordinating with the various local authorities is complex, but the goal is to complete the design process for the security enhancements to the western perimeter in 2012, with bidding and construction in 2013 and 2014, respectively.

# VIII. Cost efficiency measures

## A. Value engineering

44. Value engineering is the process of trying to control costs through finding different ways of accomplishing the same design intent in a less expensive way, typically through simplifying construction, using a more readily available product or eliminating unnecessary elements. It is a design and construction culture of continuously questioning all designs and purchases to confirm if a less expensive route is available. Value engineering was initiated as soon as the General Assembly approved the accelerated strategy IV in December 2007 and has been continued at each stage of work. The capital master plan has successfully identified well over $100 million in items that could be modified without a loss of functionality or quality. As a consequence of value engineering and competitive market prices, the Office of the Capital Master Plan achieved a lower contract cost than that projected, a result referred to as "buyout savings".

45. The continued application of value engineering discipline throughout the past few years has generated design concepts that have allowed the Secretariat to keep the estimated cost to complete the project within a reasonable range. Cost-control efforts have also centred on promoting competition among qualified bidders and on ensuring that the bidders understand clearly the scope of the work. They have also involved seeking advice from the bidders, even during the final selection process, to find less expensive approaches to achieve the design intent. In previous reports many examples have been provided of value engineering decisions that have saved the project significant costs. Those examples are generally "savings as compared to estimates", which are useful for technical engineers to evaluate, and not comparisons of competing detailed designs. More detailed analyses of actual designs that were not selected would be expensive, time-consuming and not productive.

46. In addition to savings attributable to value engineering, the current economic climate relating to the construction industry throughout much of the world has afforded the Organization opportunities to secure contracts at very competitive levels, to the advantage of the Organization.

## B. Furniture

47. In the process of updating the furniture planning and in accordance with the approved associated costs budget for furniture, opportunities for reuse are being implemented. In the basements, both office systems furniture and loose furniture have been cleaned and reused. The planning for the lounges and open areas of the Conference Building provides for the repair and reuse of furniture (some of which is original to the space and of high quality), except when the space is the subject of donations. In enclosed office areas of the Conference and General Assembly Buildings, office systems furniture and loose furniture will be reused. The planning for the Secretariat Building continues to provide for the reuse of loose furniture such as desks and chairs in offices of senior staff. File storage furniture reuse is planned for areas throughout the complex where it is physically possible, estimated at approximately 50 per cent of the total storage requirement. Task chairs will be reused in approximately 80 per cent of all open workspaces. For seating in conference rooms 1, 2 and 3 of the Conference Building and conference rooms 5, 6,

7 and 8 of the General Assembly Building, competitive bids are being taken for both new seating and for the repair of seating, and will be decided upon the basis of cost-effectiveness.

48. An update on the status of furniture-related expenditure, reforecast expenditure for 2011 and estimated resource requirements for 2012 are presented in the addendum to the present report.

# IX. Other considerations

## A. Procurement

49. In recognition of previous resolutions of the General Assembly concerning the capital master plan, the Secretariat continues to work (including working closely with the construction manager) to ensure that all procurement opportunities are communicated as widely as possible, with special emphasis on communicating them to developing countries and countries with economies in transition. Notwithstanding the significant portion of construction procurement carried out to date, the Procurement Division continues to work to communicate procurement opportunities on as wide a basis as possible and anticipates continuing to do so for the remainder of the project schedule.

50. During the reporting period, activity to extend procurement opportunities included review of requests for expression of interest issued by the construction manager, contributions to procurement seminars, both overseas and in New York, the briefing of representatives of trade organizations and overseas missions and responding to initial contacts and enquiries from potential suppliers in order to ensure that appropriate advice is given with regard to current procurement opportunities and the mandatory requirement for suppliers to register as vendors to the United Nations on the United Nations Global Marketplace website. Procurement seminars held during the reporting period in developing countries and countries with economies in transition have resulted in a number of enquiries from vendors. In response to those enquiries, the Procurement Division has promptly provided all current information, relevant contact details and assistance with vendor registration. The Procurement Division seeks updates from the construction manager on a regular basis regarding the continued implementation of the Skanska outreach plan, bulk purchase and standardization activity and country-of-origin reporting. Of particular note during the reporting period has been the extent to which procurement opportunities for the supply of office and specialist furniture have been communicated. That process has generated interest from companies from a number of countries, including developing countries and countries with economies in transition, and procurement actions will be finalized by the end of 2011.

51. During the next reporting period, the Procurement Division anticipates that particular emphasis will be placed on working closely with the construction manager on country-of-origin reporting for all construction works.

52. In accordance with earlier General Assembly requests to the Secretary-General, the Secretariat continues to carry out all other secondary procurement oversight activity as set out in the seventh annual progress report (A/64/346) to ensure that procurement processes are conducted in a transparent manner. That activity continues to include review of proposed subcontractor bid lists, review of tender documentation, attendance at bid opening and levelling meetings and review

of recommendations for awards to subcontractors. Such oversight activity is consistent with the requirements of article 5 of the general conditions of contract.

53. All contract awards for the capital master plan are posted on the Procurement Division's website. A list of all awards to subcontractors is available on the website of the capital master plan.

54. During the reporting period, the Procurement Division has negotiated further construction management agreements for major subproject works, including the agreements for vertical transportation, for the building management system and for campus-wide security. The results of such negotiations remain subject to appropriate approvals by the Headquarters Committee on Contracts and the Assistant Secretary-General for Central Support Services.

55. The Procurement Division continues to review change orders submitted by the construction manager for formalization as contract amendments. The Procurement Division attends, on a regular basis, meetings of the Post-award Review Committee where amendments issued under the Procurement Division's special delegation of authority are reviewed. Such reviews include amendments to the contracts of the construction manager, the design team, other specialist consultants and support services.

56. The Procurement Division continues to respond on a regular basis to lease administration issues. Key activity planned by the Procurement Division during the next reporting period includes initial contract awards for furniture and construction management agreements for the refurbishment of the Conference Building and the final phases of works to basement infrastructure.

57. To date, 15 per cent of the value of trade contracts awarded by the capital master plan construction manager to subcontractors has gone to non-United States firms.

## B. Health and safety

58. Improving the safety of occupants and visitors and providing a healthy work environment at United Nations Headquarters continues to be a major objective of the capital master plan. One of the most important steps in this regard is the removal of all asbestos-containing materials from the Headquarters complex.

59. Throughout implementation of the capital master plan, asbestos abatement contractors working under the construction manager as subcontractors have been performing the work required for the abatement of asbestos-containing materials in accordance with international and host country regulations. Asbestos will be abated in all locations at Headquarters throughout the duration of the project.

60. The work will continue to be monitored by an independent asbestos abatement consultant who reports to the capital master plan. The consultant does not serve as a subcontractor to the construction manager. Staff who will remain on site in building segments isolated from the work areas have been briefed about the procedures and safety precautions relating to asbestos abatement.

61. As required by the capital master plan, the construction manager, working in cooperation with the Department of Safety and Security, developed and implemented a safety and security plan for the construction site. The plan contains all relevant regulations established by the host country's Occupational Safety and Health Administration. The safety and security plan has been effective in

maintaining safe working conditions, and no out-of-compliance reports against the construction manager have been reported.

62. Judged against industry averages as compiled by the United States Bureau of Labor Statistics, the capital master plan remains one of the safest projects under way in the host country, with the project's lost-time injury rate being less than one third of the industry average. To date, there have been only a few minor lost-time work-related injuries to construction workers on the project after over 3 million person-hours of work.

## C. Parking

63. It was reported in the previous annual progress reports (A/63/477, A/64/346 and A/65/511) that, in order to improve security at the Headquarters complex, changes to the garage would be required. As a result, approximately 350 parking spaces would be permanently eliminated, in part owing to the required relocation of utilities throughout the lower levels as well as the need to eliminate parking under portions of the General Assembly Building.

64. Renovation work in the basements affects all the parking areas. Efforts are being made to carefully phase the reduction of available parking space to minimize any adverse impact on garage users. All construction and repair projects in the garage are being implemented in such a manner as to ensure that the number of parking spaces affected at any given moment does not exceed 350, to the extent possible without jeopardizing the overall schedule of the capital master plan project. Occasionally, additional short-term impacts might occur, but every effort has been made to ensure that the number of spaces made available for Member States is not reduced during the construction work of the capital master plan.

65. To decrease the demand for parking spaces, the Office of Central Support Services has taken several steps, including reducing temporary parking permits by 40 per cent, discontinuing daily permits and suspending the issuance of new parking medallions to staff. United Nations staff members have also been encouraged to surrender parking medallions and to carpool to the extent possible. In the long term and over the duration of the capital master plan project, the required reduction in garage users will be achieved through attrition, as current permit holders retire or leave the Organization and surrender their permits.

66. As noted in the previous progress reports, the use of the United Nations garage will be limited to official activities to facilitate the conduct of the Organization's daily business during construction. The understanding and cooperation of all permit holders in reducing their use of the garage will continue to be required as the project progresses.

67. In accordance with section I, paragraph 33, of General Assembly resolution 63/270, the total number of parking spaces made available to Member States has been maintained at the same level as before the implementation of the capital master plan. The current schedule of the capital master plan assures that that number will be maintained during the rest of and at the end of the project.

## D. Sustainability

68. As indicated in previous reports, the project is on track to meet or exceed sustainability goals for energy and water consumption. Energy consumption will be reduced by at least 50 per cent as compared with existing usage, greenhouse gas emissions will be reduced by at least 45 per cent and potable water consumption will be reduced by at least 40 per cent.

69. The project is also on track to meet or exceed the numerous applicable "green building rating" standards used in various Member States.

70. Construction debris continues to be reused or recycled, thereby diverting waste from landfills at a rate in excess of original projections. Since construction commenced, the project's construction manager has removed over 62,000 cubic yards of material from the site, 95 per cent of which has been recycled and diverted from landfills; 98 per cent of the glass, steel and aluminium material from the original Secretariat Building curtain wall has been recycled.

71. Construction activities directly related to energy efficiency, such as those concerning the curtain wall and the chiller plant, are discussed in section II.C above. In addition, construction of the building management system, which will provide "smart" controls, is also well under way. Those controls will greatly enhance building performance through automatic adjustments to heating, air-conditioning and lighting levels.

72. The design of a rainwater harvesting demonstration project has been completed. Rainwater will be collected from the Conference Building roof, stored in collection tanks in the basements, then treated and recycled for use in flushing toilets and urinals in the General Assembly Building. As a result of the implementation of many water-use reduction strategies, potable water consumption will be reduced by at least 50 per cent in the General Assembly Building. The Office of the Capital Master Plan continues to pursue the inclusion of an expanded photovoltaic panels project.

## E. Accessibility

73. In its resolution 65/269, the General Assembly requested the Secretary-General to continue providing specific information about the measures taken to eliminate physical, communication and technical barriers to persons with disabilities at United Nations Headquarters within the framework of the capital master plan. Since the submission of the previous report, the issues noted in the Conference Building design have been taken into account in the General Assembly Building design. The design of alterations to improve physical accessibility was incorporated by the capital master plan professional design firms, in accordance with applicable codes and standards, in the construction documents.

74. In summary, the major areas where improvements are being implemented are:

(a) Entrances, including power-assisted doors at all major entrances;

(b) Horizontal circulation within the building, whereby doors will have proper adjacent spacing, width and pressure;

(c) Vertical transportation, with all elevators wheelchair accessible and controls situated at appropriate heights;

(d) An appropriate number of fully accessible toilet facilities;

(e) Life safety systems, including speakers/strobes;

(f) Signage at required minimum sizes and colour contrast, as well as Braille signage for all information on permanent display;

(g) Enhanced support for T-switch-equipped assisted-listening devices, which enable direct transmission to assisted-hearing devices, will be implemented to the extent technically feasible;

(h) Podiums in all conference rooms will be lowered to approximately two steps above the main floor and will be provided with ramps;

(i) Accessible seating will be provided at each area in all conference rooms.

75. In addition, interpretation booths will be configured to meet accessibility requirements in terms of spacing at doors, signage and handrails. Wheelchair access will be made available to 19 of a total of 60 interpretation booths in the Conference Building, thus providing a high proportion of fully accessible interpretation seats. Provision for a similar proportion for the General Assembly Building is being finalized.

76. Care has been taken to ensure that the application of building, fire and safety codes of the host city do not violate the provisions of the Convention on the Rights of Persons with Disabilities, especially those relating to accessibility. All building, fire and safety code reviews include accessibility as an integral part of the review process.

## X. Schedule

77. The most complex and high-risk phase of the capital master plan has been the four years of coordinated work to renovate the Secretariat Building. The reoccupancy of the Secretariat necessitated several prior steps: (a) the leasing and fitting out of appropriate office space for several thousand staff and of appropriate space for required functions; (b) the construction of the temporary North Lawn Building to accommodate the conference and General Assembly functions, the Office of the Secretary-General, the Office of the President of the General Assembly and the offices of other senior officials; and (c) the renovation of the basement infrastructure to provide heating, ventilation and air conditioning, telephone, data, security and other essential services for the buildings above ground.

78. As at October 2011, the projected date of completion of this critical portion of the project is within three months of the schedule as set out in the Secretary-General's sixth annual progress report (A/63/477). The schedule in table 1 indicates that the overall project, with the exception of the Library and South Annex Buildings, is projected to be completed approximately one year behind the original schedule as set out in the Secretary-General's sixth annual progress report.

Table 1
**Schedule of the capital master plan**

| | *Projection as set out in A/63/477* | | *Projection as set out in A/64/346* | | *Projection as set out in A/65/511* | | *Current projection* | | *Comments (as compared to projections contained in A/65/511)* |
|---|---|---|---|---|---|---|---|---|---|
| *Activity* | *Start* | *Complete* | *Start* | *Complete* | *Start* | *Complete* | *Start* | *Complete* | |
| Construction of North Lawn Building | Early 2008 | Mid-2009 | Mid-2008 | Late 2009 | Mid-2008 | Late 2009 | Mid-2008 | Late 2009 | Completed |
| Secretariat Building | Early 2009 | Early 2012 | Late 2009 | Mid-2012 | Early 2010 | Mid-2012 | Early 2010 | Mid-2012 | On schedule |
| Conference Building | Mid-2009 | Mid-2011 | Late 2009 | Late 2011 | Early 2010 | Early 2012 | Early 2010 | Late 2012 | Delayed owing to enhanced security upgrades |
| General Assembly Building | Mid-2011 | Mid-2013 | Late 2011 | Late 2013 | Early 2012 | Late 2013 | Early 2013 | Mid-2014 | Delayed owing to enhanced security upgrades |
| South Annex Building | Early 2011 | Early 2012 | Late 2011 | Early 2013 | Early 2012 | Mid-2013 | — | — | Temporarily suspended pending resolution of the security issue |
| Library Building | Early 2012 | Early 2013 | Early 2013 | Late 2013 | Early 2012 | Late 2013 | — | — | Temporarily suspended pending resolution of the security issue |
| Site landscaping | Mid-2009 | Mid-2013 | Mid-2011 | Late 2013 | Mid-2011 | Mid-2013 | Mid-2011 | Mid-2014 | End of site landscaping follows completion of work on General Assembly Building |
| Renovation of United Nations Headquarters | Early 2008 | Mid-2013 | Late 2008 | Late 2013 | Mid-2008 | Late 2013 | Mid-2008 | Mid-2014 | |

# XI. Status of assessments and sources of funding for the capital master plan

79. By paragraph 14 of its resolution 61/251, the General Assembly decided to establish two different options for the assessment and payment of costs by Member States for the capital master plan.

80. As at 30 September 2011, 12 Member States had selected the one-time payment option and 180 Member States had selected the equal multi-year assessment for each year of a five-year period, in accordance with General Assembly resolution 61/251. Member States have been assessed for the total amount approved by the General Assembly for the implementation of the capital master plan project.

81. The primary source of funding for the capital master plan consists of appropriations by the General Assembly in the amount of $1,876.7 million. The breakdown of that amount is shown in table 2. The secondary source of funding consists of voluntary contributions in the amount of up to $110.5 million, the breakdown of which is given in table 3.

Table 2
**Breakdown of total appropriations for the capital master plan**
(Millions of United States dollars)

| | *Commitment authority* | *Appropriation* | *Description* |
|---|---|---|---|
| 2004-2005 | 26 | 25.5 | Resolution 57/292 — Development phase/preparation construction documents |
| 2006 | -17.8 | +17.8 | Resolution 59/295 — Conversion into appropriation an renewal of commitment authority balance of $8.2 milli |
| **Subtotal** | **8.2** | **43.3** | |
| 2006 | -8.2 | +8.2 | Resolution 60/248 — Conversion of commitment authority balance of $8.2 million into appropriation |
| **Subtotal** | **—** | **51.5** | |
| 2006-2007 | +77 | +23.5 | Resolution 60/256 — Appropriation for financing design and pre-construction phases, including swing space requirements. Commitment authority for construction, fit-out and related requirements of conference swing space building on the North Lawn a for leasing, design pre-construction services, fit-out a related requirements of library and office swing space |
| **Subtotal** | **77** | **75** | |
| 2006 | -77 | +77 | Resolution 60/282 — Conversion of commitment authority into appropriation, which was assessed in 20 |
| **Subtotal** | **—** | **152** | |

| | *Commitment authority* | *Appropriation* | *Description* |
|---|---|---|---|
| 2007 | — | +42 | Resolution 61/251 — Appropriation for design and pre-construction phases including swing-space requirements |
| **Subtotal** | — | **194** | |
| 2008-2009 | — | +992.8 | Resolution 62/87 — Appropriation |
| **Subtotal** | — | **1 186.8** | |
| 2010-2011 | — | +689.9 | Resolution 64/228 — Appropriation |
| **Total appropriations** | | **1 876.7** | |

Table 3
**Breakdown of voluntary contributions for the capital master plan**
(Millions of United States dollars)

| *Voluntary contributions* | *Amount* |
|---|---|
| China | 1.0 |
| Denmark | 3.0 |
| Netherlands | Up to 3.0 |
| Norway | 0.2 |
| Russia | 2.0 |
| Turkey | 1.3 |
| United States of America | Up to 100.0 |
| **Estimated total** | **Up to 110.5** |

82. In addition, the interest accrued on the balance of capital master plan funds as at 1 October 2011 totals $104.1 million. The working capital reserve totals $45.0 million.

83. As at 1 October 2011, the amount of $89.8 million in assessments remains unpaid to the capital master plan for 2011 and prior periods. As at 1 October 2011, voluntary contributions in the amount of up to $6.0 million remain outstanding.

## XII. The financial status of the capital master plan

84. The budget of the capital master plan was established at $1,876.7 million by the General Assembly in its resolution 61/251, based upon the projected cost of a phased renovation at that time. Owing to many factors, including the rejection of the UNDC-5 project by the host country and the subsequent need to develop a new strategy for the execution of the work, delays were experienced in implementing the project in 2006 and 2007, and the effects of inflation caused the projected cost of the capital master plan to increase to $2,096.3 million, creating a projected budget deficit of $219.6 million. The approval of the accelerated strategy IV in December

2007 reduced the projected cost to $2,066.8 million, with a reduced projected budget deficit of $190.1 million.

85. Careful management of the project since the groundbreaking in 2008, and the incorporation of value-engineering initiatives in the design of the project, as well as the implementation of many efficiency measures, lowered the projected net cost of the capital master plan to $1,951.0 million, reducing the net budget deficit to $74.3 million by the end of May 2011, down by $5.8 million from the deficit of $80.1 million as at September 2010 previously reported to the General Assembly.

86. At the time of preparation of the present report, 84.5 per cent ($1,586.2 million) of the capital master plan had been committed against the original budget of $1,876.7 million. This high level of funds committed significantly reduces the risk of unexpected, adverse events during the remainder of the project. Table 4 presents the latest cost estimates of the capital master plan project as at 31 May 2011, compared to the project costs reported to the General Assembly at its sixty-fifth session. Table 4 incorporates the impact of (a) projected costs and the related funding for enhanced security upgrades and (b) voluntary contributions.

Table 4
**Projected costs of the capital master plan (excluding associated costs and the costs of the secondary data centre)**
(Thousands of United States dollars)

| | *Accelerated strategy* | |
|---|---|---|
| | *As at September 2010* | *As at May 2011* |
| **Renovation** | | |
| Construction | 1 016 920 | 1 016 920 |
| Use of construction contingency | — | 41 794 |
| Professional fees, management costs | 316 549 | 326 994 |
| **Subtotal** | **1 333 469** | **1 385 708** |
| **Swing space estimate** | | |
| Office swing space | 267 924 | 267 924 |
| Use of office swing space contingency | — | 24 648 |
| Library swing space | 2 714 | 2 714 |
| Conference swing space | 150 475 | 150 475 |
| Use of conference swing space contingency | — | 41 368 |
| **Subtotal** | **421 113** | **487 129** |
| **Contingency[a]/escalation** | 202 209 | 89 084 |
| **Total** | **1 956 791** | **1 961 921** |

| | *Accelerated strategy* | |
|---|---|---|
| | *As at September 2010* | *As at May 2011* |
| *Add* | | |
| **Enhanced security upgrades** | | |
| Construction | — | 82 185 |
| Professional fees, management costs | — | 10 713 |
| Contingency | — | 6 659 |
| **Total** | — | **99 557** |
| **Total, including emergency security upgrades** | **1 956 791** | **2 061 478** |
| Less | | |
| Voluntary contributions | | Up to 10 500 |
| Voluntary contribution for the enhanced security measures | | Up to 100 000 |
| **Total** | **1 956 791** | **1 950 978** |
| **Budget approved by the General Assembly** | **1 876 700** | **1 876 700** |
| **Variance against approved budget** | **80 091** | **74 278** |

[a] Remaining contingency.

### Further resource requirements

87. The original capital master plan budget provided for office swing space rent until September 2012. In order to avoid the possibility that a delay in implementing the capital master plan could leave the Organization without rental space, the executed leases were committed beyond the project schedule. The lease costs for the additional months, which vary in each rented building, might be mitigated if the rental market improves and the space can be sublet, or landlords wish to lease the office space to other tenants at higher rents. At the present time, given the current project schedule, the additional provision for leases in the amount of $42.6 million is added to the capital master plan budget, which will cover the "worst-case scenario".

88. In addition to the potential lease costs, the associated costs to the capital master plan and the costs relating to a secondary data centre in the total estimated amount of $167.5 million have been included in the capital master plan budget, as directed by the General Assembly (see table 5).

89. The total resource requirements of the capital master plan in the amount of $2,161 million will increase the estimated consolidated capital master plan shortfall to $284.3 million. The adjusted budget deficit is equivalent to approximately 15.2 per cent of the original capital master plan budget of $1,876.7 million.

Table 5
**Adjusted consolidated resource requirements of the capital master plan (with associated and secondary data centre costs)**
(Thousands of United States dollars)

| | *Accelerated strategy* | |
|---|---|---|
| | *As at September 2010* | *As at May 2011* |
| Projected direct costs of the capital master plan | 1 956 791 | 1 950 978 |
| Provision for office space rent from October 2012 | — | 42 550 |
| Associated costs | 162 485 | 146 806 |
| Construction of the secondary data centre | 20 970 | 16 300 |
| Maintenance and lease with respect to the secondary data centre in 2010 and 2011 | — | 4 400 |
| **Total** | **2 140 246** | **2 161 034** |
| Budget approved by the General Assembly | 1 876 700 | 1 876 700 |
| **Variance against approved budget** | **263 546** | **284 334** |

90. The following is an explanation of the budget items (as at May 2011):

(a) *Construction*. The construction costs included in the total as at May 2011 in table 5 above reflect all signed guaranteed maximum price proposals as well as associated savings due to current market conditions and continuing value engineering efforts. Those costs also include actual contingency utilized against each guaranteed maximum price proposal.

(b) *Professional fees and management costs*. The overall percentage of design fees in the construction budget stood at 9.3 per cent as at May 2011. The industry average is between 8 and 10 per cent. Accordingly, the design fees are within the appropriate range. The management costs are established at a fixed rate of contract value completed and represent linear relation with respect to the overall capital master plan expenditure.

(c) *Contingency*. The remaining contingency indicated in table 4 above comprises the following: (a) the remaining unspent balance of the 10 per cent contingency allocated for guaranteed maximum price proposals which are signed but not yet completed and (b) a figure representing 15 per cent of the estimated cost of those guaranteed maximum price proposals which are not yet signed. The 15 per cent component includes a provision for future escalation, as recommended by the Board of Auditors. The methodology for calculating the contingency has been modified since the submission of the previous progress report in order to reflect the progression of the project.

91. The Office of the Capital Master Plan continues to be hopeful that, with prudent management of programme changes and refinements, ongoing value engineering and continuous implementation of cost efficiency measures, it will be able to complete the original capital master plan scope close to budget. Intensive and continuing efforts are being made to further reduce the projected deficit. The adjusted budget reflects that the capital master plan costs continue to be kept very close to the original budget and the deficit is being reduced each year. The yearly progression is shown in table 6 below.

Table 6
**Progression of the direct projected costs of the capital master plan**
(Millions of United States dollars)

| | *Approved strategy IV* | *Accelerated strategy IV* | *Accelerated strategy* | | | |
|---|---|---|---|---|---|---|
| | *As at August 2007* | *As at January 2008* | *As at September 2008* | *As at September 2009* | *As at September 2010* | *As at 31 May 2011* |
| | *As set out in A/62/364, table 1* | *As set out in A/62/364, table 1* | *As set out in A/63/477, table 1* | *As set out in A/64/346, table 2* | *As set out in A/65/511, table 2 B* | *Net of the provision for office swing space from October 2012* |
| Projected cost to complete | 2 096.3 | 2 066.8 | 1 974.2 | 1 968.1 | 1 956.8 | 1 951.0[a] |
| Approved budget (resolution 61/251) | 1 876.7 | 1 876.7 | 1 876.7 | 1 876.7 | 1 876.7 | 1 876.7 |
| Variance against approved/ consolidated budget | 219.6 | 190.1 | 97.5 | 91.4 | 80.1 | 74.3 |

[a] Taking into account (i) the enhanced security upgrade and (ii) voluntary contributions.

92. Actual expenditure for the project as at 1 October 2011 amounts to $1,586.2 million. The capital master plan requirements for the rest of 2011 total $70.9 million. As such, the estimated projected expenditure from 2003 to 31 December 2011 totals $1,657.1 million. Actual expenditure for the period 2003-2011 by category is detailed in table 7.

Table 7
**Capital master plan expenditure for the period 2003-2011**
(Thousands of United States dollars)

| | *2003* | *2004* | *2005* | *2006* | *2007* | *2008* | *2009* | *2010* | *Actual expenditure in 2011 as at 1 October 2011* | *Remaining projected expenditure in 2011* | *Total* |
|---|---|---|---|---|---|---|---|---|---|---|---|
| Contractual design services | 612.10 | 9 573.90 | 2 724.10 | 22 426.90 | 13 324.80 | 43 202.30 | 19 044.60 | 17 233.70 | 15 303.70 | 2 424.80 | 145 870.90 |
| Direct staff costs | 1 611.10 | 1 720.90 | 1 458.30 | 1 569.40 | 2 338.90 | 2 737.90 | 3 229.70 | 3 254.20 | 2 486.70 | 1 555.00 | 21 962.10 |
| Support costs | 180.60 | 574.20 | 593.40 | 587.10 | 958.10 | 1 409.50 | 1 924.40 | 1 923.60 | 1 178.80 | 6 667.40 | 15 997.10 |
| Operating and other costs | 556.00 | 589.30 | 478.10 | 570.00 | 751.10 | 3 705.50 | 693.40 | 5 238.10 | 891.70 | 133.40 | 13 606.60 |
| Programme management and other consultants | 245.70 | 2 378.50 | 752.90 | 4 524.80 | 4 117.40 | 20 208.50 | -2 049.80 | 3 793.50 | 8 767.40 | 936.00 | 43 674.90 |
| Construction and pre-construction costs | — | — | — | — | 7 022.00 | 25 265.90 | 337 150.90 | 270 886.00 | 249 106.40 | 57 174.70 | 946 605.90 |
| Swing space costs | — | — | 506.30 | 6 848.00 | 17 881.20 | 133 081.50 | 223 847.40 | 103 664.00 | 4 653.40 | 2 014.20 | 492 496.00 |
| **Subtotal** | **3 205.50** | **14 836.80** | **6 513.10** | **36 526.20** | **46 393.50** | **229 611.10** | **583 840.60** | **405 993.10** | **282 388.10** | **70 905.50** | **1 680 213.50** |
| Savings on prior-period obligations | — | — | 12.80 | — | 1 522.10 | — | 3 492.60 | 7 062.00 | 10 984.20 | — | 23 073.70 |
| **Total** | **3 205.50** | **14 836.80** | **6 500.30** | **36 526.20** | **44 871.40** | **229 611.10** | **580 348.00** | **398 931.10** | **271 403.90** | **70 905.50** | **1 657 139.80** |

93. In compliance with General Assembly resolutions 61/251 and 65/269, the Office of the Capital Master Plan intensified its efforts to achieve economies of scale without undermining the implementation of the original project scope under the accelerated strategy. The budget forecasting and planning assumptions used to determine the possible final capital master plan budget include a set of factors which have significantly changed over the duration of the project. In developing the forecast cost of the project the following reviews have been undertaken:

(a) A full review of all commitments to date. This includes accounting for all buyout savings achieved during the trade selection process after the signing of guaranteed maximum price proposals and including all agreed additional change order and scope reallocation costs.

(b) A full review of all potential commitments for items for which proposals have been presented but not yet agreed to. This includes reviewing the proposals against budgets included in the forward projections and reviewing the proposals in the light of current market conditions.

(c) A full review of all forward projection items for which proposals have not been received. For these items, estimates are produced and constantly reviewed with the design teams and internally to determine that they are in line with the latest expectations regarding scope and with the budget. These estimates are constantly reviewed throughout the scoping process.

(d) A full review of the remaining contingency balances to determine the use of contingency and how the remaining contingency balances align with the remaining scope of work to be obligated.

# XIII. Associated costs and the secondary data centre

## A. Associated costs

94. In paragraph 54 of its resolution 65/269, the General Assembly reiterated its decision that the approved associated costs would be financed from within the budget approved for the capital master plan, and, in paragraph 56 of that resolution, the Assembly requested the Secretary-General to exhaust all possible options for absorbing the associated costs from within the overall budget approved for the capital master plan, including through cost efficiency measures, in order to avoid any additional financial burden on Member States, and to report thereon in the present report. In compliance with that request of the Assembly, the Secretariat has introduced and is implementing the cost efficiency measures which are discussed in section VIII above.

95. The provisional associated cost expenditure as at June 2011 totals $37.6 million, inclusive of pre-encumbrances in the amount of $31.3 million. The projected associated cost requirements for the period July-December 2011 total $26.6 million. The overall projected associated costs from 2008 to project completion amount to $146.8 million. In order to fully absorb the associated and the secondary data centre costs in the amount of $167.5 million, the Office of the Capital Master Plan would have to eliminate buildings from the capital master plan scope.

96. Detailed financial data relating to the associated costs of the capital master plan and estimated future costs are set out in an addendum to the present report (A/66/527/Add.1). It has been determined that continuous attribution and charge of the associated costs to the capital master plan account will inevitably have an adverse impact on the financial position of the capital master plan, as well as having a negative impact on the liquidity of the project account. The options with respect to the financing of the associated costs are presented in section XIV below.

### B. Secondary data centre

97. The aggregate resources approved by the General Assembly for the secondary data centre total $20.97 million. The actual expenditure to 1 October 2011 in respect of the secondary data centre project amounts to $16.3 million.

98. The Office of Information and Communications Technology estimates that future resource requirements, for the lease of the secondary data centre facility and for contractors, for the remainder of the biennium 2010-2011 amount to $4.4 million, which gives a total projected cost of $20.7 million. The cumulative funding from the support account for peacekeeping operations for the period from 1 July 2009 to 30 June 2011, approved by the General Assembly in its resolutions 63/269 and 64/228, totals $3.3 million. As such, the unfunded costs of the secondary data centre requested to be absorbed by the capital master plan amount to $17.4 million.

## XIV. Financing arrangements proposed for the consideration of the General Assembly

99. In paragraph 12 of its resolution 61/251, the General Assembly requested the Secretary-General to submit for its consideration possible options on how to remain within the approved capital master plan budget in the unlikely event that it became evident that the costs would exceed the approved budget.

100. In accordance with that request of the General Assembly, the Secretary-General makes the following recommendation, which if accepted would allow the Secretariat to completely or significantly meet funding requirements with respect to the associated costs accumulated as at 30 June 2011 and future costs envisaged by the Secretariat, as necessary.

101. As the project is now in its final years, consideration could be given to authorizing the utilization of the working capital reserve[1] and interest earned on the capital master plan resources. The interest income and the working capital reserve of the capital master plan are a significant pool of funds which have accrued and could help resolve a significant portion of the project's funding problem. As the project is now in its final years, consideration could be given to authorizing the utilization of the interest income and the working capital reserve established to mitigate liquidity risks.

102. It is proposed that the interest income and the working capital reserve be released to partially cover the combined direct project costs and the associated and

[1] In its resolution 61/251, the General Assembly approved the establishment of a working capital reserve of $45 million under the capital master plan account.

secondary data costs, as necessary. It should be noted that, as at 1 October 2011, the interest income is $104.1 million, and $45 million is available in the working capital reserve. Together, these resources total $149.1 million.

103. If the recommendations contained in the preceding paragraph are accepted by the General Assembly, the potential project shortfall would be reduced from $284.3 million, as detailed in table 5, to $131.9 million. The revised project requirements, which incorporate the proposals set out above, are presented in table 8.

Table 8
**Adjusted resource requirements of the capital master plan with financing options**
(Thousands of United States dollars)

| | *As at May 2011* |
|---|---|
| Capital master plan (direct costs) | 1 961 921 |
| Associated costs | 146 806 |
| Enhanced security upgrade | 99 557 |
| Secondary data centre | 20 700 |
| Provision for office space rent from October 2012 | 42 550 |
| **Total** | **2 271 534** |
| *Less* | *As at 1 October 2011* |
| Assessments on Member States | 1 876 700 |
| Voluntary contributions | Up to 10 500 |
| Contribution for the enhanced security measures | Up to 100 000 |
| Interest income | 104 100 |
| Working capital reserve | 45 000 |
| Funding from the support account for the secondary data centre | 3 286 |
| **Total** | **2 139 586** |
| Shortfall | 131 948 |

104. It has been determined, as at the time of preparation of the present report, that the proposed financing arrangement, if approved by the General Assembly, would enable the Office of the Capital Master Plan to cover construction, associated and secondary data centre costs with a predictable cash flow until April 2013.

105. The remaining consolidated expenditure until project completion amounts to $627.4 million, as presented in table 9 below.

Table 9
**Remaining consolidated expenditure of the capital master plan, associated costs and secondary data costs until project completion**
(Thousands of United States dollars)

| *Consolidated requirements* | *Amounts* |
|---|---|
| Capital master plan (direct costs) | 1 961 921 |
| Associated costs | 146 806 |
| Enhanced security upgrade | 99 557 |
| Secondary data centre | 17 414 |
| Provision for office space rent from October 2012 | 42 550 |
| **Total** | **2 268 248** |
| *Less expenditure* | |
| Capital master plan including enhanced security upgrade | 1 586 234 |
| Associated costs | 38 326 |
| Secondary data centre | 16 304 |
| **Remaining estimated expenditure** | **627 384** |

106. The proposed funding arrangements, if approved by the General Assembly, would eliminate the need for additional appropriation of resources for the capital master plan and subsequent assessment of contributions on the Member States until the beginning of 2013.

# XV. Response to recommendations of the oversight bodies

107. In paragraph 133 of its report on the capital master plan for the year ended 31 December 2008 (A/64/5 (Vol. V)), the Board of Auditors recommended that, in accordance with General Assembly resolution 63/270, the Administration disclose in the cost estimate for the capital master plan the associated costs approved by the General Assembly. Table 8 above reflects the consolidated financial requirements, inclusive of the net capital master plan costs, associated costs and secondary data centre costs. The total projected costs take into account actual expenditure for the biennium 2008-2009, forecast expenditure for the biennium 2010-2011 and projected expenditure until project completion.

108. Other recommendations of the Board of Auditors, presented in its report on the capital master plan for the year ended 31 December 2010 (A/66/5 (Vol. V)), have been addressed throughout the present report.

# XVI. Conclusions and recommendations

109. The project remains within reach of completion on time and close to the original budget. Since its approval in 2007 and groundbreaking in 2008, the completion of the five-year project has slipped only one year, to 2014. It is projected that the work will be completed with an overall variance of approximately 4 per cent from the approved budget.

110. If the General Assembly permits the interest earned on the capital master plan funds and the capital reserve fund to be applied to the project, all but approximately $131.9 million of the cumulative net project costs, associated costs and secondary data centre costs will be covered. Utilization of the interest income and the working capital reserve would provide sufficient sums to fully meet the financial requirements relating to the original project scope and to meet part of the associated and secondary data centre costs.

111. **The Secretary-General recommends that the General Assembly:**

(a) **Take note of the progress made since the issuance of the eighth annual progress report;**

(b) **Request the Secretary-General to continue reporting on the status of the project, the schedule, the aggregate projected cost to complete, the status of contributions, interest and the working capital reserve;**

(c) **Endorse the recommendations and proposals contained in the present report relating to the utilization of the interest earned on the capital master plan funds and the capital reserve fund.**

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**Proposed programme budget for the biennium 2012-2013**

# Proposals for financing associated costs for 2012 from within the approved budget for the capital master plan

## Report of the Secretary-General

*Summary*

The present report is submitted pursuant to section II of General Assembly resolution 65/269, in which the Assembly requested the Secretary-General to submit to it at the main part of its sixty-sixth session, in the context of his ninth annual progress report, proposals for financing associated costs from within the overall budget approved for the capital master plan.

The present report provides an update on the status of activities associated with the capital master plan, including historical expenditure to 2010, reforecast expenditure for 2011 and estimated resource requirements for 2012 and 2013.

The ninth annual progress report explains changes to the schedule of the capital master plan (see A/66/527, sect. X) as a consequence of enhanced security upgrades. These include the delayed renovation of the Conference Building (late 2012) and the General Assembly Building (mid-2014) and the renovation of the South Annex and Library Buildings (to be determined). Those delays have had an impact on associated costs to the extent that certain activities are taking place later than previously forecast, for example the implementation of the broadcast facility and media asset management systems, which are related to the Conference Building renovation. From a financial perspective there is no impact on the total amount of associated costs, in compliance with the decision of the Assembly as expressed in paragraph 37 of its resolution 65/269.

The majority of associated costs relate to the renovation of the Secretariat Building and the Conference Building. Accordingly, although the completion of the capital master plan project is anticipated for 2014, the projected associated costs decline sharply to minimal levels after 2012.

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The General Assembly, in paragraph 60 of the resolution, authorized the Secretary-General to enter into commitments of up to $286,300 and requested a report on the related expenditure. The Secretary-General can report that the Department of Safety and Security is able to fulfil its 2011 security activities without recourse to the commitment authority approved by the Assembly.

An analysis of the overall costs of activities associated with the capital master plan is set out in table 1 of the report. The resources required for associated costs for the period from 2008 to 2013 are estimated to total $146,806,000. For 2012, the estimated resource requirements amount to $46,322,200. Taking into account the estimated balance of unutilized funds of $34,957,100 against the amounts approved for the period 2008-2011, the net additional requirements for 2012 amount to $11,365,100.

The Secretary-General requests the General Assembly to approve a net amount of $11,365,100 for associated costs for 2012, taking into account the estimated unspent balance of $34,957,100 for the period 2008-2011. Further details are provided in section VII of the report.

# I. Introduction

1. During the construction period of the capital master plan project, temporary increases in staffing and operational costs are required to support construction activities. Such costs have been identified with regard to the Department for General Assembly and Conference Management, the Department of Public Information, the Department of Management, the Office of Information and Communications Technology and the Department of Safety and Security.

2. In accordance with General Assembly resolution 64/228, a Steering Committee was established in 2010 to ensure close coordination across departments involved in the capital master plan with respect to the cost of activities associated with the plan. The Steering Committee on Associated Costs is chaired by the Under-Secretary-General for Management, with the membership comprising senior representatives of the Department for General Assembly and Conference Management, the Department of Public Information, the Office of Central Support Services, the Office of Information and Communications Technology and the Department of Safety and Security. Representatives from the Office of the Capital Master Plan and the Office of Programme Planning, Budget and Accounts also take part in the Committee on an ex officio basis.

3. Through the monthly review mechanism of the Steering Committee, the requirements for associated costs have been thoroughly reviewed and reconsolidated to be better aligned with the latest plan of activities and revisions in the schedule of the capital master plan. The latest status is reflected in the present report.

4. In 2008, the Secretary-General outlined associated costs of the capital master plan for the period 2008-2013 (A/62/799). The report, however, was not considered by the General Assembly.

5. In his subsequent report on associated costs (A/63/582), the Secretary-General submitted revised projected costs for 2008-2013. In its resolution 63/270, the General Assembly decided that the resources approved for associated costs would be financed from within the approved budget of the capital master plan unless otherwise specified by the Assembly, and decided not to approve the overall level of associated costs at that time, bearing in mind opportunities for further cost reductions posed by the economic circumstances as well as savings realized by the Secretary-General. In the same resolution, the Assembly recalled paragraph 50 of the report of the Advisory Committee on Administrative and Budgetary Questions (A/63/736), and requested the Secretary-General to make every effort to absorb the associated costs, totalling $30,272,400 for the biennium 2008-2009, from within the overall budget approved for the capital master plan.

6. In his subsequent report (A/64/346/Add.2), the Secretary-General proposed to continue to finance the associated costs for 2010, in an amount of $50,114,100, from within the approved budget of the capital master plan. In its resolution 64/228, the General Assembly approved a reduced amount of $42,069,695. In the same resolution, the Assembly decided not to approve the overall level of associated costs, and requested the Secretary-General to submit to the Assembly, at its sixty-fifth session, proposals for financing the costs for 2011.

7. In his report for 2011 (A/65/511/Add.1), the Secretary-General proposed to continue to finance associated costs of $71,871,305 from within the approved

budget of the capital master plan. In its resolution 65/269, the General Assembly approved a reduced amount of $58,871,305 and authorized the Secretary-General to enter into commitments in an amount of up to $286,300.

## II. Overview

8. The total projected resource requirements for activities associated with the capital master plan for 2008-2013 amount to $146.8 million, which will be required throughout the project, based on the assumption of no delays in the implementation of the current schedule, as set out in the ninth annual progress report (A/66/527). Compared with the estimate of $162.5 million presented to the General Assembly at its sixty-fifth session, this represents a decrease of $15.7 million.

9. Table 1 provides a summary of the associated cost requirements presented in the present report compared with the estimates presented in the previous report (A/65/511/Add.1).

Table 1
**Summary of associated cost requirements, 2008-2013**
(Thousands of United States dollars)

| *Requirements* | *Previous estimates*[a] | *Current costs/estimates* | *Change* |
|---|---|---|---|
| 2008-2009 | 18 373.2 | 18 373.2 | — |
| 2010 | 14 862.3 | 13 636.8 | (1 225.5) |
| 2011[b] | 110 977.9 | 64 246.3 | (46 731.6) |
| 2012 | 14 662.0 | 46 322.2 | 31 660.2 |
| 2013[c] | 3 610.0 | 4 227.5 | 617.5 |
| **Total** | **162 485.4** | **146 806.0** | **(15 679.4)** |

[a] See A/65/511/Add.1.
[b] In document A/65/511/Add.1, the Secretary-General proposed $110,977,900. The General Assembly, in its resolution 65/269, agreed to a reduced amount of $97,977,900 by virtue of its approval of net incremental funds of $58,871,305.
[c] Estimates for 2013 represent the requirements to support the renovation of the General Assembly Building, which has been deferred until early 2013 to mid-2014.

10. In its resolution 65/269, the General Assembly approved resources in the amount of $58.9 million for 2011. That amount, combined with the unspent balance brought forward from 2010, gave rise to a total of $99.2 million in available resources for the year. Actual expenditure to 30 June 2011 amounted to $6.3 million, which, when combined with $31.3 million of pre-encumbered funds, totalled $37.6 million in committed funds. Taking into account current expenditure patterns and the planned activities for the remainder of the year, it is anticipated that total expenditure for 2011 will amount to $64.2 million. Further details are provided in section IV.

11. With respect to 2012, it is estimated that resources in the amount of $46.3 million will be required. Further details are provided in section V.

12. With respect to 2013, it is estimated that resources in the amount of $4.2 million will be required. Further details are provided in section VI.

13. The current schedule of the capital master plan project continues to point to a return to the Secretariat Building in 2012, which has formed the basis for the projections of associated costs described in the present report.

## III. Implementation during the biennium 2008-2009 and in 2010

### 2008-2009

14. As stated in the previous report of the Secretary-General (A/65/511/Add.1), actual expenditure for the biennium 2008-2009 amounted to $18.4 million out of the $30.3 million approved. The unspent balance of $11.9 million was rephased into 2010 for the reasons explained in paragraph 27 of the report. An analysis of the expenditure for the biennium is provided in table 2.

Table 2
**Expenditure pertaining to associated costs in the biennium 2008-2009**
(Thousands of United States dollars)

| | *Approved 2008-2009* | *Expenditure as at 31 December 2009* | *Balance* | *Utilization (percentage)* |
|---|---|---|---|---|
| | *(a)* | *(b)* | *(a)-(b)* | *(b)/(a)* |
| Department for General Assembly and Conference Management | 995.3 | 980.9 | 14.4 | 99 |
| Department of Public Information | 3 823.1 | 527.7 | 3 295.4 | 14 |
| Office of Central Support Services | 11 454.1 | 5 182.8 | 6 271.3 | 45 |
| Construction, alteration, improvement and major maintenance[a] | 4 787.6 | 3 725.0 | 1 062.6 | 78 |
| Department of Safety and Security | 7 576.3 | 7 332.5 | 243.8 | 97 |
| Office of Information and Communications Technology | 1 636.0 | 624.3 | 1 011.7 | 38 |
| **Total** | **30 272.4** | **18 373.2** | **11 899.2** | **61** |

[a] Provided for the archive storage expansion project, the security systems in swing spaces and the information infrastructure of the primary security command centre.

### 2010

15. In its resolution 64/228, the General Assembly approved resources of $42.1 million for 2010. That provision, combined with the unspent balance carried forward from 2008-2009, gave rise to $54.0 million in available resources for 2010. The requirements for 2010 were revised to $14.9 million (see A/65/511/Add.1, table 4), reflecting the deferral to 2011 of the permanent broadcast facility and media asset management system (ibid., para. 51). Actual expenditure amounted to $13.6 million, or 91 per cent of the forecast amount. The unspent balance of $40.3 million, comprising principally provisions for the permanent broadcast facility and media asset management system, was rephased to 2011 as anticipated. The closing position on expenditure as at 31 December 2010 is set out in table 3. Details of the expenditure are provided below.

Table 3
**Status of expenditures pertaining to associated costs in 2010**
(Thousands of United States dollars)

| | *Carried forward from 2008-2009* | *Approved funding for 2010*[a] | *Total funding available in 2010* | *Expenditure as at 31 December 2010* | *Balance* | *Utilization (percentage)* |
|---|---|---|---|---|---|---|
| | *(a)* | *(b)* | *(c)=(a)+(b)* | *(d)* | *(e)=(c)-(d)* | *(f)=(d)/(c)* |
| Department for General Assembly and Conference Management | 14.4 | 645.6 | 660.0 | 656.1 | 3.9 | 99.0 |
| Department of Public Information | 3 295.4 | 27 032.2 | 30 327.6 | 35.7 | 30 291.9 | 0.1 |
| Office of Central Support Services | 6 271.3 | 6 009.5 | 12 280.8 | 4 736.7 | 7 544.1 | 39.0 |
| Construction, alteration, improvement and major maintenance[b] | 1 062.6 | 2 174.6 | 3 237.2 | 1 664.0 | 1 573.2 | 51.0 |
| Department of Safety and Security | 243.8 | 5 595.9 | 5 839.7 | 5 418.0 | 421.7 | 93.0 |
| Office of Information and Communications Technology | 1 011.7 | 611.8 | 1 623.5 | 1 126.3 | 497.2 | 69.0 |
| **Total** | **11 899.2** | **42 069.6** | **53 968.8** | **13 636.8** | **40 332.0** | **25.0** |

[a] Resolution 64/228.
[b] Provided for the archive storage expansion project, the security systems in swing spaces and the construction of the primary security command centre.

## A. Department for General Assembly and Conference Management

16. Resources totalling $645,600 were approved for 2010 by the General Assembly in its resolution 64/228, which, combined with unutilized resources of $14,400 from the biennium 2008-2009 (resulting from delays encountered in filling some positions), gave rise to available resources of $660,000 for 2010. Actual expenditure for the year amounted to $656,100, which was consistent with the original level of requested resources and left a marginal unspent balance of $3,900.

17. Requirements for 2010 were related to the continuation of six general temporary assistance positions, including two Information Systems Officers (P-3) and four Records Management Assistants (General Service (Other level)). The continuation of this staffing complement will be required throughout the implementation phase of the capital master plan project to ensure that information technology services are maintained at normal levels and that the mission-critical systems of the Department for General Assembly and Conference Management, in particular the meetings management, documents management and digital recording systems, will be fully operational.

## B. Department of Public Information

18. Funds for 2010 in the amount of $35,700 were fully utilized for the urgent upgrading of webcast equipment following the move of the webcast operations from the Secretariat Building to swing spaces. No further expenditure was incurred in 2010, and estimated requirements of $30,291,900 relating to the permanent broadcast facility and the media asset management system were rephased and carried forward to 2011, when the systems were expected to be procured and implemented.

## C. Office of Central Support Services

19. In its resolution 64/228, the General Assembly approved resources of $6,009,500 for 2010. That provision, combined with the unutilized balance of $6,271,300 carried forward from the biennium 2008-2009, gave rise to a total of $12,280,800 in available resources for 2010. In the previous report, the projected requirements for 2010 were revised downward to $5,203,900, which was budgeted for: (a) managing the integration of new buildings management systems, asset management and records management; (b) providing for engineering oversight of the commissioning and operation of video systems, media servers and conference audio-visual and broadcasting systems at the North Lawn Building and swing space locations and providing technical expertise in the design and commissioning of the new permanent broadcast facility; (c) moving, asset management and disposal services, which were in part deferred from 2009, and gift relocation services; and (d) the partial furnishing of permanent locations in the basements of the complex, cabling for the interim Security Council quarters and the office paging system and for the expansion of Internet protocol television services to meet demand in swing spaces.

20. As at 31 December 2010, total expenditure of $4,736,700 had been incurred. Compared with the approved resources available for 2010 ($12,280,800), this represents utilization of approximately 39 per cent, but is only $467,200 less than the revised forecast ($5,203,900) presented in the previous report. Variances in actual expenditure against the revised forecast are as follows:

(a) General temporary assistance. Underexpenditure of $114,300 is due to actual staff costs being lower than the standard rates used in the projections;

(b) Contractual services. Underexpenditure of $77,700 is due to a delay in engaging the services of conference project engineers to provide technical expertise in the design and commissioning of the media asset management system, which was a consequence of the protracted procurement process;

(c) General operating expenses. Underexpenditure of $494,300 is due to: (i) $461,400 owing to the postponement of the relocation of the postal and gift centres because of the delayed closure of the General Assembly Building; lower than projected contractual rates for moving, asset management and disposal and gift relocation services; and lower than estimated miscellaneous costs, such as for messenger services, garage administration support and training related to new building system equipment, testing and other maintenance-related services; and (ii) $32,900 owing to the delay of standard information and communications technology charges;

(d) Furniture and equipment. Net overexpenditure of $219,100 is due mainly to the early purchase of furniture for permanent locations in the basements of the complex, which was required in 2010 instead of 2011 as originally anticipated, partially offset by lower than projected expenditure for cabling for the interim Security Council quarters and the office paging system and for the expansion of Internet protocol television services in swing spaces.

## D. Construction, alteration, improvement and major maintenance

21. In its resolution 64/228, the General Assembly approved resources of $2,174,600 for 2010. That provision, combined with the unutilized balance of $1,062,600 carried forward from 2008-2009, gave rise to $3,237,200 in resources for 2010. In the previous report, projected requirements for the procurement of security systems-related equipment and maintenance costs were revised upward from $3,237,200 to $3,771,800, an increase of $534,600. Thus, the costs are projected to total $1,931,100 for 2010 and $1,840,700[1] for 2011.

22. As noted above, the revised estimate for 2010 amounted to $1,931,100 to provide for the acquisition and maintenance of security system-related equipment to support capital master plan activities. Actual expenditure was $1,664,000 at the end of 2010 and comprised:

(a) The acquisition of equipment for the security command centre ($1,634,000), including systems-related equipment, such as software for closed-circuit television and access-control systems and information and communications technology infrastructure (including video storage) to support the new physical security systems ($1,024,500); network switches for the security command centre ($547,400); and uninterruptible power supply units ($62,100);

(b) Maintenance costs ($30,000), comprising on-call security maintenance arrangements for the physical security systems installed at 380 Madison Avenue and in the Albano Building, which needed to be initiated following the expiration of the warranty in July 2010 and pending the finalization of amendments in the existing Secretariat maintenance contract.

23. Expenditure was lower than forecast by $267,100 because of the late start of construction work for the security command centre, which led to some delays in procurement. Specifically, the procurement delays related to an amendment in the maintenance contract for security systems, which was needed to cover the expanded scope of systems in swing spaces and additional equipment deployed in the security command centre (located in C-110, on the first floor of the Conference Building). The maintenance contract is currently under review by the Vendor Review Committee.

24. In summary, resources available at the start of 2010 totalled $3,237,200 and an amount of $1,664,000 was spent during the year, resulting in $1,573,200 being carried forward to 2011.

[1] Required to support the physical security systems, such as access control, closed-circuit television and intrusion-detection systems (A/65/511/Add.1, para. 58).

## E. Department of Safety and Security

25. In its resolution 64/228, the General Assembly approved resources of $5,595,900 for 2010. That provision, combined with the unutilized balance of $243,800 carried forward from the biennium 2008-2009, gave rise to $5,839,700 in available resources for 2010. In the previous report, the projected requirements for 2010 were revised downward to $5,720,100.

26. As at 31 December 2010, total expenditure of $5,418,000 had been incurred. Compared with the revised forecast for 2010, this represents underexpenditure of $302,100. Details of actual expenditure for 2010 and explanations of variances are as follows:

(a) General temporary assistance. An amount of $5,423,100 was projected in the previous report. Actual expenditure amounted to $5,116,300, resulting in a balance of $306,800 because of lower actual salary costs compared to standard costs and a delay in filling one P-4 and one General Service (Other level) position;

(b) Contractual services. Against the previously projected requirements of $98,100, actual expenditure amounted to $113,200, reflecting overexpenditure of $15,100. The overexpenditure resulted from the conduct of a technical X-ray scanner course away from Headquarters instead of in-house, as originally planned;

(c) General operating expenses. Against the previously projected requirements of $130,500, actual expenditure amounted to $101,900, resulting in a balance of $28,600. The underexpenditure was due mainly to the postponement of the renewal of pistol permits. While permit issuance and renewal are obligatory, this is done only after security officers have undergone training and obtained clearance by local law enforcement to carry weapons. As a result, not all officers receive their permits at the same time. The underutilization also results from a delay in charges for communications, such as right-to-use telephones, BlackBerry devices and long-distance telephone service;

(d) Supplies and materials. Against the previously projected requirements of $68,400, actual expenditure amounted to $86,600, reflecting overexpenditure of $18,200 owing to cost overruns for locksmith services and supplies for the 380 Madison Avenue location.

## F. Office of Information and Communications Technology

27. Resources totalling $611,800 were approved by the General Assembly for the Office of Information and Communications Technology for 2010 in resolution 64/228. This provision, combined with the unutilized balance carried forward from the biennium 2008-2009, gave rise to total resources available for 2010 in the amount of $1,623,500.

28. Actual expenditure for 2010 amounted to $1,126,300, which was $191,000 lower than the revised forecast of $1,317,300 presented in the previous report. Details of the variances of actual expenditure against the revised forecast are as follows:

(a) General temporary assistance. A provision of $133,100 was approved for the continuation of two Information Technology Assistants to continue providing

support for the removal of information and communications technology equipment in preparation for the construction of basement swing space. Actual expenditure of $118,800 was lower by $14,300, owing to lower actual costs for the incumbents of the two positions as compared to the standard rates used in the projections;

(b) Contractual services. A provision of $1,184,200 was approved to support the migration of operations in 2010, including residual clean-up activities in the primary data centre in the North Lawn Building and related reconfiguration of network systems between multiple locations, such as the primary data centre, the secondary data centre, swing spaces and offices away from Headquarters.

29. Actual expenditure of $1,007,500 was lower than the revised forecast because it was found that an additional full-time contractor for help desk support was no longer necessary during project implementation, as previously anticipated.

## IV. Status of implementation and projected requirements for 2011

30. In its resolution 65/269,[2] the General Assembly approved funds of $58.9 million to provide for the associated costs for 2011. This provision, combined with the balance of approved but unutilized resources of $40.3 million carried forward from 2010, gave rise to $99.2 million in available resources for 2011. A detailed breakdown by area is provided in table 4.

Table 4
**Summary of available funding for 2011**
(Thousands of United States dollars)

| | *Balance carried forward from 2010* | *Approved funding for 2011*[a] | *Total funding available in 2011* |
|---|---|---|---|
| Department for General Assembly and Conference Management | 3.9 | 628.6 | 632.5 |
| Department of Public Information | 30 291.9 | 190.1 | 30 482.0 |
| Office of Central Support Services (without furniture) | 7 544.1 | 7 492.6 | 15 036.7 |
| Office of the Capital Master Plan (furniture)[b] | — | 43 858.2 | 43 858.2 |
| Office of Information and Communications Technology | 497.2 | 199.4 | 696.6 |
| Construction, alteration, improvement and major maintenance[c] | 1 573.2 | 534.6 | 2 107.8 |
| Department of Safety and Security | 421.7 | 5 967.9 | 6 389.6 |
| **Total** | **40 332.0** | **58 871.4** | **99 203.4** |

[a] Resolution 65/269.
[b] In resolution 65/269, the Assembly approved $51,350,800 for the Office of Central Support Services for 2011, which included $43,858,200 for office furniture, the procurement of which is being managed by the Office of the Capital Master Plan. Accordingly, the associated costs for furniture are shown separately.
[c] Funding for construction in 2011 will cover the costs of security systems in swing spaces and the information infrastructure of the primary security command centre.

[2] In which the General Assembly also authorized the Secretary-General to enter into commitments in an amount up to $286,300 which, based on activities to date, will not be required for 2011.

31. On the basis of expenditure patterns for the first six months of 2011 and the current revised projections, it is estimated that associated costs for 2011 will amount to $64.2 million, comprising pre-encumbered resources of $31.3 million plus expenditure of $32.9 million. Compared to the available resources of $99.2 million, there is expected to be a projected unencumbered balance of $35.0 million at the end of the year. This principally reflects the phased completion from 2011 to 2012 of the procurement of office furniture and the implementation of the permanent broadcast facility and media asset management system, some of the costs of which will be incurred in 2012 and therefore have been deferred to the following year.

32. A summary of revised projected requirements for 2011 is provided in table 5.

Table 5
**Summary of expenditure and revised requirements for 2011**
(Thousands of United States dollars)

| | *Available funding for 2011*[a] | *Expenditure as at 30 June 2011* | *Pre-encumbrances* | *Projected expenditure July-Dec. 2011* | *Revised requirements for 2011* | *Projected balance* |
|---|---|---|---|---|---|---|
| | *(a)* | *(b)* | *(c)* | *(d)* | *(e)=(b)+(c)+(d)* | *(f)=(a)-(e)* |
| Department for General Assembly and Conference Management | 632.5 | 337.1 | — | 295.4 | 632.5 | — |
| Department of Public Information | 30 482.0 | 152.2 | 23 497.5 | 1 736.6 | 25 386.3 | 5 095.7 |
| Office of Central Support Services | 15 036.7 | 1 557.6 | 7 832.5 | 2 117.5 | 11 507.6 | 3 529.1 |
| Office of Information and Communications Technology | 696.6 | 19.2 | — | 385.1 | 404.3 | 292.3 |
| Construction, alteration, improvement and major maintenance[b] | 2 107.8 | 57.9 | — | 1 025.3 | 1 083.2 | 1 024.6 |
| Department of Safety and Security | 6 389.6 | 2 691.9 | — | 3 131.9 | 5 823.8 | 565.8 |
| Office of the Capital Master Plan (furniture) | 43 858.2 | 1 499.9 | — | 17 908.7 | 19 408.6 | 24 449.6 |
| **Total** | **99 203.4** | **6 315.8** | **31 330.0** | **26 600.5** | **64 246.3** | **34 957.1** |

[a] Comprising funding approved for 2011 in resolution 65/269, plus the unspent balance carried forward from 2010 (see table 4).
[b] Funding for construction in 2011 will cover the costs of security systems in swing spaces and the information infrastructure of the primary security command centre.

## A. Department for General Assembly and Conference Management

33. Resources of $632,500 will be required in 2011 to provide for the continuation of the six general temporary assistance positions. Staff in the Department for General Assembly and Conference Management have been relocated to eight separate locations. Some 1,200 staff rely on the Department for their first line of technical support, including the supply, maintenance and replacement of all hardware and software. In addition, the Department provides technical services to the Member States, principally with regard to the meeting room displays, the Office of the President of the General Assembly and the remote printing stations. In order to deliver the required rapid turnaround for problem resolution and to maintain the network of mission-critical systems that manage the meetings and documentation workflows throughout the Organization, the services provided by the general

temporary assistance capacity need to be continued for the duration of the capital master plan project.

34. Expenditure as at 30 June 2011 amounted to $337,100 (53 per cent of estimated requirements), which is consistent with projections.

## B. Department of Public Information

35. Resources of $190,100 were approved by the General Assembly in its resolution 65/269 to meet the costs of consultants (specialists in broadcast engineering, information technology and archives management) to assist the Department in preparing for the transition to digital technologies and for the implementation of the media asset management system. That provision, combined with the balance of $30,291,900 carried forward (to acquire the permanent broadcast facility and the media asset management system) give rise to a total of $30,482,000 in resources available for 2011.

36. Actual expenditure as at 30 June 2011 was $152,200, which is wholly attributable to the cost of the consultants described above. Resources are being used for two consultants: an archivist who is designing a metadata framework,[3] which will provide a uniform platform for storing and retrieving digital assets in and from the media asset management system to be employed by all users of the system (which is a broader population than simply the Department of Public Information); and a digital media technology specialist advising the Secretariat on the technical evaluations of bids received for the two projects and on value engineering, as well as providing technical advice during the extensive negotiations with third-party vendors to ensure that the requirements of the Secretariat are fully met.

37. The Department anticipates that it will expend the approved resources of $190,100 by the end of 2011 and that it will require an additional $105,000 for consultancy fees and $345,000 for contractual services to complete the scope of the transitional exercise, which it had not anticipated in 2010.

38. The additional consultancy costs of $105,000 reflect the continued need to engage consultants to provide advice, during negotiations with vendors, on the design and the subsequent installation, testing and implementation of the two systems in order to ensure that they are fully in compliance with the Secretariat's needs and to introduce, test and train end-users on the metadata schema in the media asset management system.

39. In 2011, the Department also retained the services of contractors to prepare the audio-visual archives for the integrated system. This requires the automation of the archives such that audio-visual materials are uniquely identified and electronically tagged with bar codes and uploaded into an enhanced archival record management database. This has also been beneficial in monitoring and tracking audio-visual materials during the relocation of offices to swing spaces. The contractors are also assisting in preparations for the migration of the automated audio-visual archival database into the media asset management system. The work is being undertaken by

[3] An agreed metadata schema is required so that users of the system in different departments will enter the same key fields of data associated with an asset, allowing it to be retrieved easily.

contractors (such as audio-visual archivists) with the requisite technical skills that are not available in-house.

40. As regards the permanent broadcast facility system and the media asset management system, the previous report indicated that they were expected to be procured and implemented in 2011. Negotiations throughout the year with the vendors of both systems have been complex, but have afforded the Secretariat opportunities to conduct value engineering exercises that had a positive impact on the final negotiated terms.[4] As a result, of the total amount of $40,272,500[5] approved for the two projects, $31,330,000[6] has been pre-encumbered. A further $1,665,000 was spent for design work to configure the two projects into the broader campus-wide systems being implemented as part of the capital master plan project. Contracts for both projects will be signed and the funds obligated by the end of 2011.

41. The amount pertaining to the Department's share (75 per cent) of the total cost is $24,746,200,[7] which, compared to the Department's approved resources of $30,291,900, gives rise to an unencumbered balance of $5,545,700. Of this unencumbered balance, $450,000 will be utilized to meet the 2011 cost overruns for consultants and contractual services, with the remainder, $5,095,700 to be carried forward to 2012 for cameras and other related furniture, fixtures and equipment, the transition from existing to new studios and additional functionality not identified in the original design/build scope (e.g. additional digital Ethernet thin-wire station adapters in the General Assembly Building, integration of the permanent broadcast facility and media asset management system with all the other technologies being delivered, requirements for media operations and unforeseen change orders during the process of designing, building and implementing these complex technologies).

42. The implementation of the two projects will be completed in 2012. On the basis of previous experience and given the complexity and duration of the projects, it is considered prudent to include a contingency provision of 10 per cent of the contract value of $23,497,500, equivalent to $2,349,800 for 2012. The remainder is required to procure additional equipment, such as high-specification cameras, and to cover the costs of configuring the permanent broadcast facility and integrating the media asset management system into the overall campus-wide systems as part of the capital master plan.

43. In summary, projected expenditure for the Department of Public Information for 2011, including pre-encumbered funds for contracts to be signed later in the year ($23,497,500), amounts to $25,386,300. A balance of $5,095,700 is proposed to be carried forward to 2012 to ensure the completion of the two projects by the end of the year, when the Conference Building is scheduled to reopen.

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[4] Both systems will be integrated into the infrastructure of the Conference Building, which is scheduled for completion by December 2012, as opposed to early 2012 as previously reported, because of enhanced security upgrades.

[5] Comprising $9,980,600 under the Office of Central Support Services and $30,291,900 under the Department of Public Information, representing a 25:75 relative apportionment.

[6] Expended and pre-encumbered resources of $32,995,000 comprise $8,248,800 under the Office of Central Support Services and $24,746,200 under the Department of Public Information, representing a 25:75 relative apportionment.

[7] Comprising expenditure incurred for design work of $1,248,700 plus pre-encumbered resources of $23,497,500 for the procurement of the systems.

## C. Office of Central Support Services

44. In its resolution 65/269, the General Assembly approved resources of $7,492,600 for 2011 (excluding the amount for furniture under the capital master plan project). This provision, combined with the balance of $7,544,100 carried forward from 2010, gave rise to available resources of $15,036,700 for 2011. Based on experience in the first six months of 2011 (including the pre-encumbered resources of $7,832,500 in respect of the permanent broadcast facility and the media and asset management system), it is now estimated that $11,507,600 will be required in 2011, consisting of:

(a) General temporary assistance ($1,591,400). In its resolution 65/269, the General Assembly approved the continuation of 10 existing and 5 additional positions (for the latter half of 2011) to provide technical expertise, to integrate new building management, asset management and records management systems and to augment programme coordination, information and logistics management support. The projected cost was $1,738,200. The revised estimate of $1,591,400 reflects a decrease of $146,800 due to lower actual staff costs compared to the standard rates used in the projections and to recruitment delays;

(b) Contractual services ($774,400). This will provide for: (i) conference project engineers to oversee the operation and maintenance of video systems, media servers and conference audio-visual and broadcasting systems in the North Lawn Building and other swing space locations, as well as to provide technical expertise in the design and commissioning of the new media asset management system and the permanent broadcast facility ($386,000); and (ii) an additional consultant to classify the definition of the new digital authentic documents required to preserve the audio-visual archive of official meetings for the media asset management system ($68,400). The archives and records management consultant is working to develop a United Nations-wide definition of digital data and the conditions under which such data will constitute an official record. The consultant is working to provide the archiving and broadcast services with definitions, operating procedures, protocols and draft policies in all areas concerned with digital data, including, with reference to recordings of official meetings, the capture, handling, dissemination, retention and deletion of digital data when it is an authentic digital record; (iii) services of a company or agent specializing in the handover of building operation services ($180,000); and (iv) service contract management ($140,000). Requirements of $1,127,800 were projected in the previous report, hence the estimates above represent a decrease of $353,400. This reduction results from a lower than expected bid from the consultant for service contract management and lower than expected utilization rates for the maintenance of multimedia equipment in the swing spaces;

(c) General operating expenses ($894,000). This provision is required for: (i) the rental of office space to accommodate the positions funded under the associated costs of the capital master plan ($429,000); (ii) centralized data-processing and communications services for the Office of Central Support Services positions funded under the capital master plan ($45,400); (iii) moving and asset management services in support of the capital master plan ($150,000); (iv) design charges related to minor alterations of the postal and gift centre at the Dag Hammarskjöld Library Building, previously planned at the North Lawn Building ($28,800); and (v) miscellaneous services ($240,800) related to vehicle maintenance, messenger services, garage administration support, new building system equipment-related training and testing

costs, as well as other maintenance-related services. Against the requirements of $1,272,900 projected in the previous report, the estimates above represent underutilization of $378,900. This is due to: (i) delays in the administrative process relating to the handover of the multimedia system in the swing space from the capital master plan to the Broadcast Conference and Support Section, which had given rise to the deferral of costs from 2011 to 2012; (ii) the delay in the closure of the General Assembly Building and in the availability of newly identified space, in the Dag Hammarskjöld Library Building, for the temporary relocation of the postal and gift centre, resulting in the deferral of the remaining relocation funds to 2012; (iii) lower than projected costs for asset tracking and disposal; (iv) a delay in the establishment of the permanent broadcast facility and the implementation of the media asset management system, resulting in the deferral to 2012 of the resources required for the supplies and licences needed to facilitate system migrations, the commissioning of new systems and the new media asset management system; and (v) lower than estimated costs for other maintenance-related services;

(d) Furniture and equipment ($8,247,800). Against the requirements of $10,681,200 projected in the previous report, this constitutes underutilization of $2,433,400. This provision covers the first phase of the procurement of audio-visual broadcast equipment for the permanent broadcast facility and the media asset management system. Owing to the phased implementation of the systems, the total guaranteed maximum price in the amount of $7,832,500 and $416,300 spent for design work to configure the two projects into the broader campus-wide systems being implemented as part of the capital master plan (see A/66/527, paras. 23-25) have been accounted for in 2011. The remaining balance for the two projects is being deferred to 2012 to provide a 10 per cent contingency ($783,300) to accommodate change orders during implementation and to provide for additional equipment not yet procured. The underutilization is due to: (i) the deferral of resources of $1,731,800 to 2012 for audio-visual equipment for the permanent broadcast facility and the media asset management system; (ii) the deferral of $450,000 to 2012 for the cabling and replacement of high-frequency and ultra-high-frequency radio communication systems and for multimedia videoconferencing software and servers as a result of the phased implementation of the permanent broadcast facility and the media asset management system in 2012; and (iii) an amount of $251,600 that was utilized in 2010 instead of 2011 for furniture in the permanent basement locations.

## D. Office of Information and Communications Technology

45. Requirements of $505,600 were projected for 2011. Revised estimates of $404,300 are now proposed for 2011, comprising:

(a) General temporary assistance ($73,800). In the previous report, the projected requirement under this heading was $157,800 for two Information Technology Assistants providing technological and logistical support for capital master plan activities, including preparations for the renovation of the General Assembly Building and the relocation of staff from swing space back to the Secretariat complex in 2012. The revised requirement is lower mainly because additional logistical support was not required. The amount of $73,800 reflects the cost of two full-time positions for the second half of 2011 to ensure that preparations for the relocation of staff are carried out in a timely manner;

(b) Contractual services ($330,500). This amount will provide for technology infrastructure support, in particular to resolve the remaining issues related to the basement swing space. In the previous report, the projected requirement was $347,800 because it was anticipated that additional help desk support services would be required. However, this additional requirement has not proved necessary during the year.

46. Expenditure as at 30 June 2011 was $19,200; however this low utilization relates to contractual services and simply reflects the fact that service contracts are renewed in the second half of the year.

## E. Construction, alteration, improvement and major maintenance

47. The General Assembly approved resources of $534,600 for 2011, which, when combined with a balance of $1,573,200 carried forward from 2010, gave rise to $2,107,800 of available resources for the year.

48. Expenditure for the first six months was $57,900. The low utilization rate is attributable to technical delays in finalizing a contract amendment relating to expanded maintenance for physical security systems in swing spaces and the primary security command centre. The scope of maintenance for the command centre systems was expanded following the build-out of swing space. The installation in 2009 of new physical security systems at 380 Madison Avenue, the Albano Building, 300 East 42nd Street, the North Lawn Building and the Court Square Building led to the expansion of access-control and closed-circuit television infrastructure in the security command centre in C-110 to support those swing space locations. After the expiration of the one-year warranty, the infrastructure would be included in the existing maintenance contract for the physical security system in the Secretariat complex. A determination of costs for expanded maintenance needs is pending the conclusion of discussions on the provisions of the contract with the Vendor Review Committee.

49. For the second half of 2011, it is projected that resources of $1,025,300 will be required, for a total of $1,083,200 for the year, which is significantly lower than previous projections. The decrease relates partially to delays in revisions to the maintenance contracts described above, but is attributable mainly to changes in the resource requirements resulting from the decision taken to decommission the security command centre in the Conference Building. As stated in the previous report, it was previously intended that the command centre would remain on the first floor of the Conference Building for the duration of the capital master plan, as a back-up facility for the new primary security centre in the North Lawn Building. A decision has since been taken to relocate the information and communications technology equipment used for the physical security systems from the Conference Building to the new North Lawn Technology Centre, which became available in October 2010. Consequently, the command centre facility in C-110 will be reprogrammed as office space. The migration is scheduled to be completed by December 2011. The revised requirements are for the procurement of equipment to support the relocation of information technology infrastructure from the Conference Building to the North Lawn Technology Centre while seamlessly maintaining services during the move.

50. The revised estimates for the second half of 2011 are as follows:

(a) Servers and video management systems for the relocation of the security command centre ($479,800). This is supplementary equipment necessary to support the move of major systems from the command centre to the North Lawn Technology Centre with minimal downtime;

(b) Maintenance services for the swing space and security command centre systems ($345,500). The resources are required to provide for the cost of maintaining existing equipment acquired under the capital master plan for which the warranty expired in 2010. The components covered include infrastructure recently installed in the security command centre to support swing space security systems as well as all access-control and closed-circuit television systems installed in 380 Madison Avenue, the Albano Building, the Court Square Building, the Innovation Building, the Teachers Building and the North Lawn Building;

(c) Acquisition of equipment for the security network ($200,000).

51. In summary, available resources for 2011 amounted to $2,107,800 and revised estimated requirements of $1,083,200 are projected for the year. Consequently, it is projected that an unutilized balance of $1,024,600 will be carried forward to 2012.

## F. Department of Safety and Security

52. In its resolution 65/269, the General Assembly approved resources of $5,967,900 for 2011. This provision, combined with the balance of $421,700 carried forward from 2010, gave rise to $6,389,600 in available resources for 2011. Based on experience in the first six months of 2011, it is now anticipated that resources of $5,823,800 will be spent in 2011, comprising:

(a) General temporary assistance ($5,485,600). Resources of $5,695,300 were approved in resolution 65/269. The current projected requirements represent underexpenditure of $209,700. Resources under this heading will provide for the continuation of 50 temporary security positions plus the addition of 11 security positions (which were approved for the second half of 2011) and 5 Professional and 3 General Service (Other level) positions. The positions provide for security coverage in accordance with the minimum operating security standards related to swing space locations and construction sites in the Secretariat compound. Specific tasks include: (i) access control and screening of persons, packages and vehicles entering and leaving the swing space and construction premises; (ii) emergency response and crisis management; (iii) pass and identification services in connection with construction activities; (iv) explosive device detection; (v) fire safety and hazardous material monitoring; (vi) interaction with host country authorities to ensure compliance with safety codes and follow-up on any corrective measures; (vii) training and conduct of fire drills; and (viii) testing of life safety systems in all swing space locations. The underutilization is due to delays in the recruitment of the additional 11 Security Officers;

(b) Contractual services ($85,600). Against previous projections of $100,800, this is a reduction of $15,200. It will provide for random drug testing and psychological testing of security personnel ($12,400) and mandatory training for security officers ($73,200). The decrease reflects the provision of training for 61 Security Officers as opposed to the 72 originally projected;

(c) Operating expenses ($154,800). The previous estimate was $157,000. Resources will provide for: (i) communications costs such as telephone and BlackBerry charges ($11,600); (ii) maintenance of office automation equipment, webmail accounts and service-level agreements with the Office of Information and Communications Technology ($49,800); and (iii) miscellaneous services, which include veterinarian and kennelling services for nine dogs, the processing of pistol permits for newly recruited security officers, the maintenance and repair of three vehicles, toll charges for canine transport vehicles, the requirement for an additional tent at the entrance of the North Lawn Building during the General Assembly session and locksmith services at the 380 Madison Avenue location ($93,400);

(d) Supplies and materials ($97,800). Against the previously projected requirement of $136,700, this is a reduction of $38,900. This provision is required for office supplies, canine supplies, ammunition and uniforms for security officers. The revised estimate is lower because it reflects the provision of supplies for 61 security officers instead of 72.

53. In summary, available resources for 2011 amount to $6,389,600 and the revised projected requirement is $5,823,800, which results in a projected unutilized balance of $565,800 at the end of 2011.

## G. Office of the Capital Master Plan: furniture

54. The General Assembly approved resources of $43,858,200 for the procurement of furniture in 2011. This activity is being managed by the Office of the Capital Master Plan.

55. Expenditure as at 30 June 2011 amounted to $1,499,900. This relates to advisory services regarding the development of the request for proposals and the subsequent evaluation process, as changes in the design of office space and the restacking plan determined the need for a new furniture design on each floor of the Secretariat Building. Requirements of $17,908,700 are projected for the second half of the year, comprising:

(a) Furniture management ($1,287,900). In addition to managing the coordination of the many parties involved with furniture installation, the furniture manager provides advisory services throughout the process, including assisting with budgeting and scheduling, verifying the mix of reused and new furniture and assisting in the development of the request for proposals and the subsequent evaluation process (as an ex officio member);

(b) System furniture and files ($16,620,800). This consists of staff member workstations and represents the bulk of the expenditure for furniture. In addition to cubicles and work surfaces, it includes file cabinets within workstations and departmental files in public areas;

(c) The unspent balance of $24,449,600 will be deferred to 2012, when the procurement and furniture installation will be completed.

# V. Projected requirements for 2012

56. Based on current estimates, associated cost requirements will peak in 2011 at $64,246,300, which is lower than the amount projected in the previous report because of the phased implementation of the permanent broadcast facility and media asset management systems and the completion of the procurement and installation of office furniture in anticipation of the relocation of staff back to the Secretariat Building and the reopening of the Conference Building by the end of 2012. Both activities are under the management of the Office of the Capital Master Plan and are encompassed within the scope of contractual arrangements with the construction project manager.

57. It is currently projected that an unutilized balance of $34,957,100 will remain at the end of 2011, which is available to offset the projected resource requirements for 2012. Current projected requirements for 2012 total $46,322,200. Taking into account the available resources brought forward from 2011, this results in net additional funds of $11,365,100 required to meet the projected costs for the year. Table 6 provides a breakdown of the requirements.

Table 6
**Summary of projected requirements for 2012**
(Thousands of United States dollars)

| | *2012 projected requirements* | *2011 projected unspent balance* | *2012 net requirements* |
|---|---|---|---|
| Department for General Assembly and Conference Management | 722.8 | — | 722.8 |
| Department of Public Information | 5 138.7 | 5 095.7 | 43.0 |
| Office of Central Support Services | 8 471.4 | 3 529.1 | 4 942.3 |
| Office of the Capital Master Plan (furniture) | 24 449.6 | 24 449.6 | — |
| Office of Information and Communications Technology | 610.9 | 292.3 | 318.6 |
| Construction, alteration, improvement and major maintenance | 478.0 | 1 024.6 | (546.6) |
| Department of Safety and Security | 6 450.8 | 565.8 | 5 885.0 |
| **Total** | **46 322.2** | **34 957.1** | **11 365.1** |

## A. Department for General Assembly and Conference Management

58. Resources of $722,800 will be required in 2012 for the continuation of six general temporary assistance positions, including two Information Systems Officers (P-3) and four Records Management Assistants (General Service (Other level)). This staffing complement will be required for the full year. It is estimated that staff will not commence moving back into the Secretariat Building before the fourth quarter of 2012, and these positions would be required through the full resettlement period.

## B. Department of Public Information

59. Resource requirements for 2012 amount to $5,138,700 and comprise:

(a) Contractual services in the amount of $43,000;

(b) Furniture and equipment in the amount $5,095,700.

60. Regarding the requirements under furniture and equipment ($5,095,700), approved resources of $5,095,700 that were previously budgeted for in 2011 are proposed to be rephased to 2012 to provide a contingency for unforeseen costs and change orders that might arise during the implementation of the media asset management system and the permanent broadcast facility. The two systems form part of a larger body of campus-wide audio-visual systems that are being implemented as part of the capital master plan. Costs will be incurred in 2012 to integrate the two systems into the campus-wide structure and to procure additional equipment, such as broadcast cameras that will provide a transmittable visual record and a visual archive of meetings and events taking place at Headquarters.

61. As explained in the ninth annual progress report (A/66/527), six separate audio-visual and broadcast systems will be installed at Headquarters under the capital master plan project. The system is built on a platform that will maximize its service, capability and cost-effectiveness. Of the six systems, four are budgeted for under the capital master plan (estimated at $27.3 million), as they are inherent systems built into the infrastructure of the building and are not highly specialized, requiring unique equipment or facilities. The scope of the capital master plan includes: (a) the campus-wide audio-visual systems and related infrastructure; (b) the Congress-Microphone Simultaneous Interpretation system; (c) the campus-wide public address system; and (d) the permanent rooftop antenna system.

62. The principal contracts relate to the renovation and modernization of the Congress-Microphone Simultaneous Interpretation system, the campus-wide audio-visual systems, the permanent broadcast facility and the media asset management system, which all relate to the Conference Building. The detailed design, construction and commissioning phases will be completed in 2012.

63. Three of the four projects are "design and build by award", which means that although the functional requirements have been fully articulated, the details of the technology and how the specific technology selected will interact seamlessly has yet to be finalized. It is expected that during the detailed design phase — three to five months, depending on the project — all potential technological and operational workflow conflicts will be resolved. The construction phase that follows will require a very high degree of coordination among the projects and must accommodate the resolution of real-time site issues related to the ongoing activities of the United Nations and the construction work under the capital master plan in order to be fully successful.

64. The final phase of commissioning for systems in the Conference Building will occur between October and December 2012. During this time, the Office of Central Support Services, while maintaining uninterrupted service to the United Nations, will be supporting the commissioning of the equipment and systems and training staff in the new technologies and the transition to the new systems. The target date for all four projects to be fully operational is 21 December 2012. There will continue to be work related to the Congress-Microphone Simultaneous Interpretation system, the audio-visual system and connections for the permanent broadcast facility and media asset management system while the General Assembly Building is under construction.

65. Regarding the requirements under contractual services ($43,000), the renovation work on the Conference Building for 2012 will affect the tour operations managed by the Visitors Services section, which can attract as many as 1,000

visitors per day. The tours have been rerouted so that visitors travel between the lobby and the third floor. Consequently, there is a need for an estimated eight hours of additional elevator operation to transfer visitors during peak hours. For security reasons, the elevators must be staffed by operators. The additional cost of providing eight hours of elevator operator time each day is $43,000 for 2012.

## C. Office of Central Support Services

66. Requirements of $5,544,300 were originally projected for 2012. It is now anticipated that resources of $8,471,400 will be required for coordination and operational support for the implementation of the capital master plan, the migration of operations to the new conference systems in the Conference Building, the implementation of the new permanent broadcast facility and the procurement of new furniture to meet the space standards in the refurbished premises.

67. The main focus of activities for 2012 will be building the capacity and resources necessary for the Facilities Management Service to assume responsibility for the operation and maintenance of the Secretariat and Conference Buildings in late 2012 and early 2013, respectively. Resources are also required to manage the logistics of asset tracking and disposal associated with moving staff out of the swing spaces and returning to the Secretariat and for the relocation of organizational gifts.

68. Full requirements for 2012 comprise:

(a) General temporary assistance ($2,052,400) for the continuation of 15 positions;

(b) Contractual services ($1,327,500): (i) conference project engineers to oversee the implementation of the new permanent broadcast facility and media asset management system; the maintenance of video and audio systems at swing space locations and other conference areas; and broadcast engineers needed for the migration of operations from the temporary conference facilities in the North Lawn Building to permanent facilities in the Conference Building. The work will include participation in the testing and commissioning of the new systems ($867,500); (ii) other miscellaneous contractual services to cover the continuation of technical expertise to oversee the commissioning of building infrastructure and management systems installed under the capital master plan ($460,000);

(c) General operating expenses ($2,879,700). Resource requirements of $2,134,400 were originally projected to provide for: (i) the rental of office space to accommodate the positions funded under the associated costs ($429,000); (ii) centralized data-processing and communications services for the Office of Central Support Services positions funded under the capital master plan ($45,400); (iii) asset management and disposal services ($1,010,000); (iv) gift relocation services ($400,000) and miscellaneous services ($250,000) covering the maintenance of multimedia swing space, vehicle maintenance, messenger services, garage administration support, training and other miscellaneous services. The estimated resource requirements remain valid, but additional new requirements of $745,300 are anticipated for 2012, comprising: (i) $360,000 to provide for the renovation of the main cafeteria kitchen floor and other minor improvements to ensure the availability of and continued services in the cafeteria. The renovation of the cafeteria was originally included in the scope of the capital master plan. As

explained in the ninth annual progress report (A/66/527), there are security concerns about the South Annex Building, and its renovation is currently under consideration. Pending a decision on the matter, the above-mentioned requirements have been included to maintain the cafeteria at a serviceable standard; (ii) $30,000 for contractual services related to the management and coordination of the new common meeting rooms in the Secretariat Building during the transitional relocation period. It is planned that the meeting rooms will serve approximately 3,000 staff located in the Secretariat Building; (iii) $355,300, which will be rephased from 2011 to 2012 as a result of: delays in the implementation of the new permanent broadcast facility and media asset management system, for which the following requirements will be deferred: audio-visual supplies ($35,000) and technical support to build new audio-visual asset records in the asset management database ($50,000); delays in the administrative process of handing over the multimedia system in the swing space from the Office of the Capital Master Plan to the Broadcast Conference and Support Section, resulting in the deferral of the requirements for hardware and software licensing and support for multimedia rooms in swing spaces ($149,100); and delays in the closure of the General Assembly Building, resulting in the deferral of minor alteration services to configure the postal and gift centre in the Dag Hammarskjöld Library Building ($121,200);

(d) Furniture and equipment ($2,211,800). Requirements of $30,000 were originally projected to provide for Internet protocol television services in the Secretariat Building, in accordance with the reoccupation schedule. The increase is due to: (i) the deferral of resources from 2011, which cover the contingency costs as well as other contractual requirements related to the permanent broadcast facility and media asset management system ($1,731,800); and (ii) the deferral from 2011 of resources covering the cabling and replacement of high-frequency and ultra-high-frequency radio communication systems and multimedia videoconferencing software and servers ($450,000).

## D. Office of Information and Communications Technology

69. It is estimated that resources of $610,900 will be required in 2012 to provide for:

(a) General temporary assistance ($157,800). Requirements under this heading are unchanged from the previous report, as no change in the original assumptions upon which the budget estimates are based is foreseen at this stage for logistical support;

(b) Contractual services ($453,100). Requirements under this heading are unchanged from the previous report, as no change in the original assumptions upon which the budget estimates are based is foreseen at this stage for capital master plan project support.

70. Offset by the unutilized balance expected to be carried over from 2011, the projected net incremental requirement for 2012 amounts to $318,600.

## E. Construction, alteration, improvement and major maintenance

71. It is estimated that resource requirements for 2012 will amount to $478,000. Current projections for 2011 indicate that an estimated $1,024,600 of resources will remain unutilized as at the end of 2011. This can be used to meet the requirements of the Office of the Capital Master Plan for 2012. It is also expected that $546,600 in approved resources will be available in 2012 to offset resource requirements for other associated costs.

72. The projected requirements for 2012 are to provide maintenance services, comprising:

(a) $198,000 for ongoing support of supplementary equipment being moved from the security command centre in the Conference Building to the North Lawn Technology Centre to support systems in the Albano, Court Square and North Lawn Buildings and at 380 Madison Avenue;

(b) $280,000 for maintenance services to support access-control and closed-circuit television systems at 380 Madison Avenue ($92,000), the Albano Building ($56,000), the North Lawn Building ($105,000) and the Court Square Building ($27,000).

## F. Department of Safety and Security

73. Requirements of $7,379,500 were originally projected for 2012. It is now estimated that resources of $6,450,800 will be required to provide for:

(a) General temporary assistance ($6,145,200). Requirements of $7,045,000 were projected in the previous report. The resources will provide for the continuation of 61 temporary security positions, 5 Professional positions and 3 General Service (Other level) positions. The reduced estimate reflects 61 temporary security positions as compared to the 72 projected in the previous report;

(b) Contractual services ($85,600). Requirements of $100,800 were originally projected. The resources provide for random drug testing and psychological testing of security personnel ($12,400) and mandatory training for the security officers to effectively carry out their duties ($73,200). The reduced estimate reflects the provision of training for only 61 security officers;

(c) Operating expenses ($159,300). Requirements of $164,300 were originally projected. The resources provide for: (i) communications costs, such as telephone and BlackBerry charges ($11,600); (ii) the maintenance of office automation equipment, webmail accounts and service-level agreements with the Office of Information and Communications Technology ($49,800); and (iii) veterinarian and kennelling services for nine dogs in the canine unit, the renewal of pistol permits and locksmith services ($97,900). The reduced estimate reflects the provision of right-to-use phone charges, long-distance charges and webmail accounts for only 61 officers;

(d) Supplies and materials ($60,700). Requirements of $69,400 were originally projected under this heading. The resources provide for office supplies, canine supplies, ammunition and uniforms for security officers. The reduced estimate reflects the provision of supplies for only 61 security officers.

74. Current projections for 2011 indicate that an estimated balance of $565,800 in approved resources will not have been unutilized at the end of 2011, which can be used to partially offset the requirements for 2012, resulting in net resource requirements of $5,885,000.

### G. Office of the Capital Master Plan: furniture

75. Resources in the amount of $24,449,600 will be required for 2012 as follows:

(a) Seating ($13,957,700), for the procurement of task chairs, guest chairs, lounge seating and meeting room chairs, to complement existing seating;

(b) Case goods ($2,442,200), comprising such items as desks, meeting tables, computer tables, coffee tables, side tables, bookcases, wooden filing cabinets, credenzas, training tables, table lamps and floor lamps, to complement existing furniture, generally for use in the offices of Under-Secretaries-General, Assistant Secretaries-General and Directors and in conference rooms, meeting/training rooms and lounge areas;

(c) The refurbishment of historical furniture ($1,911,500);

(d) Furniture delivery management and design ($3,500,000);

(e) Contingency provisions ($2,638,200).

## VI. Resource requirements for 2013

76. As stated in the ninth annual progress report on the implementation of the capital master plan, there has been no change in the schedule for the reoccupation of the Secretariat Building in 2012.

77. The capital master plan schedule (see A/66/527, sect. X) indicates that the renovation of the Conference Building is now expected to be delayed by a further six months, to late 2012, owing to the installation of enhanced security upgrades. As a result, the renovation of the General Assembly Building which will not begin until the renovation of the Conference Building is completed, will now commence in early 2013 and is scheduled for completion in mid-2014.

78. Associated costs in a total amount of $4,227,500 will be required in two areas in 2013 to support the renovation of the General Assembly Building, as follows:

(a) $1,367,500 for the Office of Central Support Services to manage the migration of audio-visual systems in the Conference Building and to track and hand over assets in the General Assembly Building;

(b) $2,860,000 previously projected for the Department of Safety and Security to provide security coverage for 2013 during the renovation of the General Assembly Building.

Table 7
**Summary of projected requirements for 2013[a]**
(Thousands of United States dollars)

| | |
|---|---|
| Department for General Assembly and Conference Management | — |
| Department of Public Information | — |
| Office of Central Support Services | 1 367.5 |
| Office of Information and Communications Technology | — |
| Construction, alteration, improvement and major maintenance | — |
| Department of Safety and Security | 2 860.0 |
| **Total** | **4 227.5** |

[a] For the renovation of the General Assembly Building.

## A. Office of Central Support Services

79. Resource requirements amounting to $750,000 were originally projected for 2013. It is now anticipated that $1,367,500 will be required for 2013, as detailed below:

(a) Contractual services ($375,000): (i) conference project engineers to oversee the migration of audio-visual systems from the General Assembly Building to the North Lawn Building and to finalize the commissioning of the Conference Building ($295,000); and (ii) for the continuation of the handover specialist hired to support the commissioning process in relation to building infrastructure and management systems installed in the General Assembly Building ($80,000);

(b) General operating expenses ($475,000): (i) asset management services to support the renovation of the General Assembly Building ($175,000); and (ii) gift relocation services ($300,000); on the basis of previous experience, it is anticipated that an additional $100,000 will be needed to cover the preservation work prior to the final relocation of gifts;

(c) Furniture and equipment ($517,500): catering equipment, furniture and fixtures not covered by the capital master plan for the Delegates Dining Room, the North and South Delegates Lounges, the Coffee Shop and Cafe Austria, which will reopen once the renovation of the Conference and Secretariat Buildings has been completed. Upon the closing of the facilities prior to the capital master plan project, it was determined that some of the equipment would not be suitable for storage and reuse and therefore had to be disposed of. In the event that there should be a delay in the reoccupation of the Secretariat Building, it is expected that expenditure for associated costs will continue to be incurred at the rate of approximately $223,700 per calendar month in 2013. The monthly rates represent the minimum requirements for the Office of Central Support Services to continue activities funded under associated costs at the 2012 level.

### B. Department of Safety and Security

80. The resource requirements of $2,860,000 previously projected for the Department of Safety and Security to provide security coverage in 2013 during the renovation of the General Assembly Building are unchanged. Any increase in the previously forecast activity levels arising from additional construction activity in respect of the capital master plan security enhancement project will be met through funding provided for that project by the host country, in accordance with the decision of the General Assembly set out in paragraph 37 of its resolution 65/269.

## VII. Action to taken by the General Assembly

81. **The General Assembly is requested:**

**(a) To take note of the progress set out in the present report;**

**(b) To note the overall total costs of activities associated with the capital master plan for the period from 2008 to 2013 in the amount of $146.8 million;**

**(c) To note the associated costs for 2012 in the amount to $46,322,200, broken down as follows:**

**(i) $722,800 for the Department for General Assembly and Conference Management;**

**(ii) $5,138,700 for the Department of Public Information;**

**(iii) $32,921,000 for the Office of Central Support Services;**

**(iv) $610,900 for the Office of Information and Communications Technology;**

**(v) $478,000 for construction, alteration, improvement and major maintenance activities at Headquarters;**

**(vi) $6,450,800 for the Department of Safety and Security;**

**(d) To approve a net amount of $11,365,100 for 2012, after taking into account the estimated unspent balance of $34,957,100 for the period 2008-2011;**

**(e) To approve the continued funding of associated costs from within the approved budget of the capital master plan.**

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Agenda items 35, 39 and 67

**Protracted conflicts in the GUAM area and their implications for international peace, security and development**

**The situation in the occupied territories of Azerbaijan**

**Elimination of racism, racial discrimination, xenophobia and related intolerance**

Security Council
Sixty-sixth year

## Letter dated 25 October 2011 from the Permanent Representative of Azerbaijan to the United Nations addressed to the Secretary-General

In accordance with instructions received from the Government of the Republic of Azerbaijan, I have the honour to draw your attention to the ongoing violations of the ceasefire by the armed forces of the Republic of Armenia recorded for the month of September 2011 (see annex). As a result of these violations, three servicemen of the armed forces of the Republic of Azerbaijan were wounded. It should be particularly noted that during the reporting period the armed forces of Armenia considerably intensified fire not only from their positions in the occupied territories of Azerbaijan, but also from the territory of Armenia, targeting both the military and civilian objects across the front line and the border between Azerbaijan and Armenia.

The period was also marked by new instances of non-combat violence among Armenian military personnel serving in the occupied territories of Azerbaijan. According to mass media reports, confirmed by the Ministry of Defence of Armenia, private Hovannes Vardanyan was taken to the mental hospital after 14 months of military service in the occupied territories of Azerbaijan, while private Hayk Mkrtchyan was shot dead by a fellow soldier on 7 September 2011. Expressing their serious concern about these facts, Armenian human rights organizations did not fail to add that during the period of ceasefire, in effect since 1994, as many as 1,500 Armenian soldiers have died as a result of non-combat violence.

It should be noted that the above-named soldiers, both citizens and residents of Armenia, were drafted into the armed forces of Armenia and assigned to serve in the occupied territories of Azerbaijan by the Republic of Armenia's Military

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Registration and Enlistment Offices of Ararat and Echmiadzin districts respectively. Besides, the investigation of both cases is being carried out by the Investigation Unit of the Ministry of Defence of Armenia under that country's Criminal Code. Accordingly, as in previous similar instances (see, for example, A/65/601-S/2010/615 and A/65/808-S/2011/226), the Ministry of Defence of Armenia exercises its investigative powers in the occupied territories of Azerbaijan, and the Criminal Code of Armenia applies to these territories.

I would also like to draw your attention to the letters dated 4 and 5 October 2011 from the Permanent Representative of Armenia (A/66/499-S/2011/621 and A/66/500-S/2011/622).

The Permanent Representative of Armenia attempts to interpret the illegal "elections" to the "local self-governing bodies" held on 18 September 2011 in the occupied Daghlyq Garabagh (Nagorno Karabakh) region of the Republic of Azerbaijan as the exercise by the Armenian inhabitants of their "fundamental human rights". However, he omits to mention the unenviable fate of the significantly larger Azerbaijani population of the same region, whose rights and freedoms were deliberately and savagely suppressed.

It is well known that Armenia used military force to seize the Azerbaijani lands, carry out total ethnic cleansing there and establish on the occupied territory of Azerbaijan the ethnically constructed subordinate separatist entity. It is undisputable that Azerbaijani territories are under occupation and that Armenia is an occupying Power within the meaning of the relevant international legal provisions. The international community has repeatedly stated the illegality of the separatist entity, which is none other than a product of aggression and racial discrimination, and declared all "elections" arranged so far in the occupied territories of Azerbaijan null and void. In this regard, it would be useful if the Permanent Representative of Armenia and his country's leadership could carefully read the relevant resolutions of the Security Council and the General Assembly, as well as the documents of other international organizations and numerous statements of many Member States.

The leadership of Armenia must realize that democracy cannot be propagated by the sword and that illegal acts cannot produce legal rights. It is obvious in this regard that one cannot demand the legitimation of privileges at the core of which is the discriminatory denial of fundamental rights and freedoms with respect to others. Indeed, the creation of a monoethnic culture in the seized Azerbaijani lands, both by expelling the Azerbaijani population and by refusing to permit its return, constitutes an integral part of Armenia's annexationist policy. The Universal Declaration of Human Rights, which the Permanent Representative of Armenia selectively quotes, makes it clear in the very first paragraph that "recognition of the inherent dignity and of the equal and inalienable rights of all members of the human family is the foundation of freedom, justice and peace in the world". Furthermore, article 2 of the Declaration stipulates that "everyone is entitled to all the rights and freedoms ... without distinction of any kind".

Therefore, against the background of continuing aggression against Azerbaijan, and of the occupation and ethnic cleansing of its territories, as a result of which about 1 million Azerbaijanis are prevented from returning to their homes, the arranging of any kind of voting process in the ethnically homogeneous occupied areas is unlawful and in no way can produce legal effects and impose a unilateral solution.

The Republic of Azerbaijan has no doubt, and the clearly expressed unanimity of the international community affirms this confidence, that the attempts of Armenia to give the ethnically constructed subordinate separatist regime set up by it in the occupied territories of Azerbaijan the appearance of legitimacy, independence and democracy are, a priori, doomed to failure.

I should be grateful if you would have the present letter and its annex circulated as a document of the General Assembly, under agenda items 35, 39 and 67, and of the Security Council.

(*Signed*) Agshin **Mehdiyev**
Ambassador
Permanent Representative

## Annex to the letter dated 25 October 2011 from the Permanent Representative of Azerbaijan to the United Nations addressed to the Secretary-General

## Violation of the ceasefire by the armed forces of the Republic of Armenia,[1] for the month of September 2011

| *Date* | *Time* | *Fire point area* | *Direction* | *Used weapons* | *Casualties and damages* |
|---|---|---|---|---|---|
| 1 September | — | Occupied area near Ashagi Veysalli village, Fizuli district | Adjacent area | Firearm and machine gun | Soldier of the armed forces of Azerbaijan, Farkhad Mustafazade, was wounded. |
| | 11:10-11:20 | Berkaber village, Ijevan district, Armenia | Gizilgadjili village, Gazakh district, Azerbaijan | Firearm and machine gun | — |
| | 18:10-18:15 | Occupied area near Ashagi Abdulrahmanli village, Fizuli district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| 2 September | 02:03-02:08 | Occupied area near Ashagi Abdulrahmanli village, Fizuli district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 12:00-12:10 | Occupied area near unknown heights, Fizuli district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 22:00-22:10 | Occupied area near unknown heights, Khojavand district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| 3 September | 05:40-05:50 | Parvakar village, Ijevan district, Armenia | Kohnagishlag village, Aghstafa district, Azerbaijan | Firearm and machine gun | — |
| 4 September | 20:05-20:20 | Occupied area near Ashagi Abdulrahmanli village, Fizuli district, Azerbaijan | Adjacent area | Firearm and machine gun | — |

[1] Settlements of the Republic of Azerbaijan included in this information are under occupation by the Republic of Armenia or situated close to fire point areas.

| *Date* | *Time* | *Fire point area* | *Direction* | *Used weapons* | *Casualties and damages* |
|---|---|---|---|---|---|
| 5 September | 00:15-00:35 | Occupied area near Goyarkh village, Tartar district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 01:10-01:15 | Occupied area near Ashagi Abdulrahmanli village, Fizuli district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 05:40-05:50 | Occupied area near Meshdili village, Jabrayil district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 11:20-11:40 | Unknown heights, Krasnoselsk district, Armenia | Unknown heights, Gadabay district, Azerbaijan | Firearm and machine gun | — |
| 6 September | 16:00-16:15 | Mosesgergh village, Berd district, Armenia | Agdam village, Tovuz district, Azerbaijan<br>Adjacent area | Firearm and machine gun | — |
| | 21:30-21:40 | Occupied area near Goranboy district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 21:40-21:50 | Occupied area near Chayli village, Tartar district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 19:20-19:30<br>23:20-23:40<br>23:45-00:00 | Occupied area near Javahirli and Garagashli villages, Agdam district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| 7 September | 00:05-00:30 | Occupied area near Saridjali village, Agdam district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 10:30-10:40 | Occupied area, Fizuli district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 13:30-13:50 | Unknown heights, Krasnoselsk district, Armenia | Unknown heights, Gadabay district, Azerbaijan | Firearm and machine gun | — |

| *Date* | *Time* | *Fire point area* | *Direction* | *Used weapons* | *Casualties and damages* |
|---|---|---|---|---|---|
| | 13:35-13:40<br>18:20-18:40 | Berkaber village, Ijevan district, Armenia | Gizilgadjili village, Gazakh district, Azerbaijan | Firearm and machine gun | — |
| 8 September | 04:55-05:15 | Occupied area near Shikhlar village, Agdam district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 05:00-05:10 | Unknown heights, occupied Jabrayil district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 05:25-05:30 | Occupied area near Ashagi Abdulrahmanli village, Fizuli district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 05:05-05:25 | Occupied area near Chayli village, Tartar district, Azerbaijan | Adjacent area | Firearm and machine gun | Soldier of the armed forces of Azerbaijan, Telman Seyfullayev, was wounded. |
| | During the day | Occupied area adjacent to the front line, near the former military base in Uzundere at the foot of Shakh Bulaghi mountain, and near Khidirli village, Agdam district, Azerbaijan | — | Heavy artillery, tanks, as well as firearm and machine gun | Armed forces of Armenia conducted military exercises in the occupied territories of Azerbaijan. Artillery shells and explosions were heard in nearby settlements. |
| | During the day | Occupied area near Garakend village, Khojavand district, Azerbaijan | — | — | Armed forces of Armenia set on fire the area, covering 5-6 hectares. |
| | 13:00-13:15 | Krasnoselsk district, Armenia | Unknown heights, Gadabay district, Azerbaijan | Firearm and machine gun | — |
| | 22:30-22:50 | Occupied area near Giziloba village, Tartar district, Azerbaijan | Adjacent area | Firearm and machine gun | — |

| *Date* | *Time* | *Fire point area* | *Direction* | *Used weapons* | *Casualties and damages* |
|---|---|---|---|---|---|
| | 22:45-23:00 | Occupied areas near Kengerli village, Agdam district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 23:20-23:50 | Occupied area near Kuropatkino village, Khojavand district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| 9 September | 12:15-12:25<br>22:30-22:40 | Occupied area near Tapgaragoyunlu village, Goranboy district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 16:00-16:25<br>22:00-22:15 | Berkaber village, Ijevan district, Armenia | Gizilgadjili village, Gazakh district, Azerbaijan | Firearm and machine gun | — |
| | 22:30-22:40 | Occupied area near Chayli village, Tartar district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| 10 September | 03:00-03:15 | Occupied area near Giziloba village, Tartar district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| 11 September | 08:40-08:50<br>12:28-12:30 | Berkaber village, Ijevan district, Armenia | Gizilgadjili village, Gazakh district, Azerbaijan | Firearm and machine gun | — |
| | 18:15-18:30<br>23:30-23:40 | Chinarli village and unknown heights, Berd district, Armenia | Koha Nabi and Aghbulag villages, Tovuz district, Azerbaijan | Firearm and machine gun | — |
| | 19:30-19:40 | Occupied area near Goranboy district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 23:45-23:55 | Occupied area near Ashagi Abdulrahmanli village, Fizuli district, Azerbaijan | Adjacent area | Firearm and machine gun | — |

| *Date* | *Time* | *Fire point area* | *Direction* | *Used weapons* | *Casualties and damages* |
|---|---|---|---|---|---|
| 12 September | 01:00-01:15 | Occupied area near Goyarkh village, Tartar district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 02:30-03:00 | Occupied area near Meshdili village, Jabrayil district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 12:15-12:25 | Occupied areas near Saridjali village, Agdam district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 15:15-15:30 | Occupied area near Chayli village, Tartar district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 22:25-22:30 | Occupied area near Ashagi Abdulrahmanli village, Fizuli district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| 13 September | 00:40-00:50<br>01:10-01:20 | Occupied area near Garakhanbeyli and Gorgan villages, Fizuli district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 02:35-02:43 | Vozashen village, Ijevan district, Armenia | Unknown heights, Gazakh district, Azerbaijan | Firearm and machine gun | — |
| | 20:20-20:25 | Berkaber village, Ijevan district, Armenia | Gizilgadjili village, Gazakh district, Azerbaijan | Firearm and machine gun | — |
| | 21:50-22:00 | Occupied area near Goranboy district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 22:00-22:10 | Occupied area near Javahirli village, Agdam district, Azerbaijan | Adjacent area | Firearm and machine gun | — |

| *Date* | *Time* | *Fire point area* | *Direction* | *Used weapons* | *Casualties and damages* |
|---|---|---|---|---|---|
| 14 September | 03:50-04:00 | Occupied area near Meshdili village, Jabrayil district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 03:50-04:00<br>04:05-04:10<br>05:10-05:15<br>05:10-05:25 | Occupied area near Goradiz town, Ashagi Abdulrahmanli and Ashagi Seyidahamdli villages, Fizuli district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 18:10-18:20 | Occupied area near Ashagi Abdulrahmanli village, Fizuli district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 22:00-22:05 | Occupied area near Goradiz town, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 23:20-23:30 | Occupied area near Yusifjanli village, Agdam district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| 15 September | 02:20-02:40 | Gorgan village, Fizuli district, Azerbaijan | Adjacent area | Firearm and machine gun | Lieutenant of the armed forces of Azerbaijan, Gabil Abdullayev, was wounded. |
| | 05:20-05:35 | Occupied area near Goyarkh village, Tartar district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 10:50-11:05<br>11:00-11:10<br>22:50-22:54 | Occupied area near Goradiz and Gorgan villages, Fizuli district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 20:50-21:25 | Unknown heights, Berd district, Armenia | Garalar village, Tovuz district, Azerbaijan | Firearm and machine gun | — |

| *Date* | *Time* | *Fire point area* | *Direction* | *Used weapons* | *Casualties and damages* |
|---|---|---|---|---|---|
| 16 September | 11:30-11:50 | Unknown heights, Krasnoselsk district, Armenia | Unknown heights, Gadabay district, Azerbaijan | Firearm and machine gun | — |
| | 14:50-15:00 | Berdavan village, Noyanberyan district, Armenia | Kemerli village, Gazakh district, Azerbaijan | Firearm and machine gun | — |
| | 12:55-13:10 | Occupied area near Goygol district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| 17 September | 04:00-04:10 | Occupied area near Goyarkh village, Tartar district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 04:30-04:35 | Occupied area near Javahirli village, Agdam district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| 18 September | 09:15-09:45 | Parvakar village, Ijevan district, Armenia | Kohnagishlag village, Aghstafa district, Azerbaijan | Firearm and machine gun | — |
| | 12:55-13:10 | Occupied area near Goygol district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 17:23-17:35 | Garasu village, Berd district, Armenia | Unknown heights, Tovuz district, Azerbaijan | Firearm and machine gun | — |
| | 09:40-09:50 | Occupied area near Tapgaragoyunlu village, Goranboy district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 20:40-21:10 | Occupied area, Jabrayil district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| 19 September | 11:15-11:20 | Occupied area near Meshdili village, Jabrayil district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 22:05-22:15 | Occupied area near Dashkasan district, Azerbaijan | Adjacent area | Firearm and machine gun | — |

| *Date* | *Time* | *Fire point area* | *Direction* | *Used weapons* | *Casualties and damages* |
|---|---|---|---|---|---|
| | 22:05-22:10 | Occupied area near Tapgaragoyunlu village, Goranboy district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 22:20-22:30<br>23:10-23:25 | Occupied area near Goyarkh and Chayli villages, Tartar district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 22:35-22:40 | Occupied area near Kuropatkino village, Khojavand district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 23:00-23:15 | Parvakar village, Ijevan district, Armenia | Unknown heights, Aghstafa district, Azerbaijan | Firearm and machine gun | — |
| 20 September | 04:40-05:00 | Occupied area near Meshdili village, Jabrayil district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 04:40-05:00 | Occupied area near Garakhanbeyli village, Fizuli district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 18:25-18:50 | Occupied area near Kuropatkino village, Khojavand district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 18:50-18:55 | Berdavan village, Noyanberyan district, Armenia | Kemerli village, Gazakh district, Azerbaijan | Firearm and machine gun | — |
| | 21:00-21:10 | Parvakar village, Ijevan district, Armenia | Kohnagishlag village, Aghstafa district, Azerbaijan | Firearm and machine gun | — |
| 21 September | 10:00-10:15<br>22:10-22:20<br>23:05-23:40<br>23:35-23:40 | Occupied area near Javahirli and Shurabad villages, Agdam district, Azerbaijan | Adjacent area | Firearm and machine gun | — |

| *Date* | *Time* | *Fire point area* | *Direction* | *Used weapons* | *Casualties and damages* |
|---|---|---|---|---|---|
| | 10:15-10:30<br>13:00-13:15 | Occupied area near Tapgaragoyunlu village, Goranboy district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 15:00-15:20<br>19:10-19:15 | Occupied area near Goradiz town and unknown heights in the Fizuli district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 22:00-22:15 | Occupied area near Kuropatkino village, Khojavand district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| 22 September | 12:45-12:55 | Berdavan village, Noyanberyan district, Armenia | Kemerli village, Gazakh district, Azerbaijan | Firearm and machine gun | — |
| | 14:30-14:35 | Occupied area near Merzili village, Agdam district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 16:50-17:00<br>16:30-17:17<br>20:15-20:30 | Aygedzor and Mosesgerkh villages, Berd district, Armenia | Mundjuglu, Alibayli and Agdam villages, Tovuz district, Azerbaijan | Firearm and machine gun | — |
| | 17:00-17:20 | Unknown heights near the Gadabay district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| 23 September | 10:00-10:25<br>16:00-16:10 | Occupied area near Kuropatkino village, Khojavand district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 12:00-12:30 | Unknown heights, occupied Jabrayil district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 17:20-17:27 | Occupied area near Goygol district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 19:10-19:15 | Chinarli village, Berd district, Armenia | Aghbulag village, Tovuz district, Azerbaijan | Firearm and machine gun | — |

| *Date* | *Time* | *Fire point area* | *Direction* | *Used weapons* | *Casualties and damages* |
|---|---|---|---|---|---|
| 24 September | 00:45-01:00<br>01:40-01:55<br>02:20-02:30 | Occupied area near Giziloba and Goyarkh villages and unknown heights, Tartar district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| 25 September | 10:20-10:50 | Occupied area near Dashkasan district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 22:10-22:20 | Occupied area near Kuropatkino village, Khojavand district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 22:10-22:20 | Occupied area near Chayli village, Tartar district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| 26 September | 00:20-00:25<br>02:40-02:44<br>03:10-03:20 | Occupied area near Goradiz town and Ashagi Abdulrahmanli village, Fizuli district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 11:10-11:30 | Occupied area near Goranboy district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 13:30-13:40 | Unknown heights, Krasnoselsk district, Armenia | Unknown heights, Gadabay district, Azerbaijan | Firearm and machine gun | — |
| | 17:30-17:40 | Occupied area near Kuropatkino village, Khojavand district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 21:35-21:45 | Berdavan village, Noyanberyan district, Armenia | Kemerli village, Gazakh district, Azerbaijan | Firearm and machine gun | — |
| 27 September | 20:55-21:00 | Occupied area near Kuropatkino village and unknown heights, Khojavand district, Azerbaijan | Adjacent area | Firearm and machine gun | — |

| *Date* | *Time* | *Fire point area* | *Direction* | *Used weapons* | *Casualties and damages* |
|---|---|---|---|---|---|
| 28 September | 06.45-06:50 | Occupied area near Kuropatkino village and unknown heights, Khojavand district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 16:50-17:10 | Occupied area near unknown heights, Khojavand district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| | 22:40-22:55 | Occupied area near Saridjali village, Agdam district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| 29 September | 16:50-17:10 | Berkaber village, Ijevan district, Armenia | Gizilgadjili village, Gazakh district, Azerbaijan | Firearm and machine gun | — |
| | 16:50-16:55 | Occupied area near Goradiz town, Fizuli district, Azerbaijan | Adjacent area | Firearm and machine gun | — |
| 30 September | 23:10-23:30 | Unknown heights, Berd district, Armenia | Koha Nabi and Aghbulag villages, Tovuz district, Azerbaijan | Firearm and machine gun | — |